

TEEN VOLUNTEER AGREEMENT AND PARENTAL PERMISSION

Burlington County Library System

www.bcls.lib.nj.us

Teen volunteer opportunities at the Burlington County Library System are project-based and will be made available as they are planned. We expect teen volunteers to be positive examples for younger patrons and encourage library use and a love of reading.

Before beginning their service, teen volunteers and their parent/guardian must sign the below Teen Volunteer Agreement.

As a Teen Volunteer in the Burlington County Library System, I agree to the following:

1. I will arrive at the library at my assigned time. If I am unable to do this, or need to make changes to my schedule, I will call or email the library to notify the Teen Volunteer Manager or librarian on duty.
2. I will remain at my post until my time slot has ended. If I need to leave for any reason I will speak to the Teen Volunteer Manager or librarian on duty.
3. I will focus on my assignment while working, perform my duties as given, and avoid texting and other cell phone use. I am aware that friends and relatives are welcome to use the library while I'm volunteering, but I will keep socializing to a minimum. I will not babysit younger children while volunteering.
4. I will be courteous and respectful of the library patrons, staff, and other volunteers. If I have any problems or am uncomfortable with the way a library patron is treating me, I will let the library staff at the Youth Services desk know ASAP.
5. I will wear appropriate attire. I will not bring food or drink to the library except for water bottles with caps.
6. I understand that I am responsible for any library property given to me to use during my time as a volunteer.

Volunteer Name _____ Volunteer Signature _____

PARENTAL PERMISSION TO VOLUNTEER

PARENT/GUARDIAN NAME (Please print): _____

ADDRESS: _____ DAY PHONE: (____) _____

EVENING PHONE: (____) _____ EMAIL: _____

- ✓ My child will be at least 13 by the first day s/he volunteers _____ (**parent/guardian must initial**)
- ✓ I give permission for my child (**please write his/her name**) _____ to serve as a volunteer for the Burlington County Library System.
- ✓ I give permission for my child to volunteer up until 9 pm _____ (**parent/guardian must initial**). If permission is not given child may volunteer until 7pm.

PARENT/GUARDIAN'S SIGNATURE: _____ DATE _____