

TAILS AND TALES

Summer 2021

VolunTEEN Application

Hello _____,

Fill in your name here

Thanks for your interest! Now that you have an application, there are a few things you need to do, but please read the following note:

The safety of VolunTEENs, their families and library staff are prioritized. Please refer to [South Orange Village website](#) for updates on COVID-19 policies. Masks are no longer required in outdoor public spaces but the public is allowed to wear masks at their own discretion. **VolunTEENs will be required to wear masks when entering all public buildings.**

Step 1: Use a **PEN** to complete this application. It isn't complete until you AND a Parent/Guardian sign it!

Step 2: Return your completed application by bringing it with to an in-person orientation session, or you can email it to: volunteer@sopl.org by June 25th.

Step 3: It doesn't matter which orientation you attend, but you do need to choose one session (details on page 2).

Contact info for Ms. Miller, Teen Librarian & Volunteer Coordinator
South Orange Public Library www.sopl.org
65 SCOTLAND ROAD SOUTH ORANGE, NJ 07079
phone: (973) 762-0230 | email: volunteer@sopl.org

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volunTEEN application

theme: Tails and Tales ²⁰²¹

South Orange Public Library 65 Scotland Road South Orange NJ 07079
phone:(973) 762-0230 | email volunteer@sopl.org | www.sopl.org

Step 1: Orientation

Choose **ONE** orientation session to attend. No confirmation needed, just show up on time! Sessions are one hour:

If you have an extraordinary circumstance and are not able to attend an orientation, email volunteer@sopl.org no later than June 25, 2021

Orientation dates & times are:

In-Person Outdoor Session
Mon. June 14 @ 5pm OR
Wed. June 16 @ 4pm
Location: Session will be in library garden
If it rains, please use the Zoom info for the virtual session

Virtual Session
Thur. June 17 @ 3pm
VolunTEEN Orientation Zoom Information
<https://tinyurl.com/y4knx9wb>
or call (646) 876-9923
Meeting ID: 868 4095 9000 | Password: 421023

Step 2: Contact Information (Use a pen print clearly)

First Name: _____ Last Name: _____

Address: _____ Town: _____

State: _____ Zip Code: _____ Telephone # _____

Best email address to contact you _____ @ _____

Grade you'll be entering in Fall 2021 _____

Do you have a South Orange library card? yes ___ no ___ not sure ___

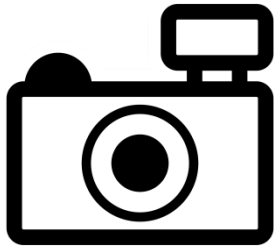
Emergency contact:

This is the person who will be contacted if you get sick, or the library has to close early.

Name: _____

Best phone number to reach the emergency contact is: _____

What is the relationship to the VolunTEEN? _____



Photo/Video Release (OPTIONAL)

If you opt to not sign this form, please put an “X” across this portion and initial here _____

FOR PARENTS / GUARDIANS ONLY

I grant my permission to the South Orange Public Library to use images of my child, without compensation, captured through video, film or on camera solely for promoting and publicizing the library and its programs, services and collections.

I understand that the library may not use my (child’s) photograph at this time, but may do so at a later date.

(Please Print)

Name of Minor _____

I agree that the following may be published (check all that apply)

images _____ names _____ ages of minor(s) _____

in print _____ (i.e. newspapers or library fliers) on the web (i.e. library social media – Instagram, Facebook, or Twitter)

Signature of Adult _____ **Date** _____

OUTREACH VISITS & Special Projects

The Library has collaborated with places in South Orange for outreach programs, at the town pool and farmer’s market. There may also be additional opportunities for projects within South Orange (to be determined).

Your permission is needed to take your child off of library premises for any of these outreach programs. Please place a check mark ✓ indicating whether or not the Library has your permission.

Yes ___ No ___ Parent/Guardian Initial Here _____

Step 3: Volunteer Agreement

VolunTEEN and Parent/Guardian signature are required

By signing below, I am agreeing to be a teen volunteer and commit myself to learning, being helpful and respectful to myself and others around me. It is my responsibility to arrive on time, or call the library if I’m unable to volunteer. Due to COVID-19, I will wear a face-covering during my shift (whenever inside of the building) and maintain proper social distancing. I understand that if my behavior is a problem, I may be asked to leave for the day, or be dismissed from the program. Giving back to my community is an invaluable experience. To receive full credit, I understand I need to do the work asked of me, wear my nametag during my assigned time, and sign in/out each time I volunteer.

Volunteer signature

date

Parent signature

date

Below are dates during the summer at which I know now that I will be unavailable to volunteer: