

Recruitment

- Place an advertisement or notice in the library newsletter.
- Place a notice on your teen page of the library website.
- Advertise these positions when you visit schools.
- Circulate flyers through your school libraries.
- **Make sure you have a form that will be filled out by the teen and signed by a parent.**

Training

Plan one or two training sessions for your teens that is **REQUIRED** for all volunteers.

- Go over registration procedures **AND MAKE THEM REGISTER AT THAT TIME.**
- Role play working with young children.
- Go over the different activities they can volunteer for and have them sign up for specific dates and programs. Send them home with a card that has all those dates so that they can put this on their family calendars.
- Make reminder calls.

Rewards

- Plan an end-of-the-summer party, banquet, or cookout that is only for volunteers.
- Award certificates to all volunteers and prizes to special helpers (most hours, grossest clean-up, most books read, etc.).

Now that you've got them, use them all year long, plan teen activities that they suggest, and enjoy their enthusiasm!



Voorheesville
Public
Library

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Teen Volunteers

What roles can teen volunteers serve during summer programs?

- Help with registration, especially online registration.
- Assist at storytimes with the art activities.
- Assist at all programs, working with young patrons, helping with refreshments, and actively helping individual children.
- Take book reports.
- Read to young children with a "book buddies" program.
- Help decorate the library.
- Organize and supervise game days at the library: board games, Wii, DDR, etc.
- Chaperone film programs and supervise the refreshments.
- Help with art activities from cutting out crafts to major paint projects.
- Clean books!
- Help organize youth services messiest areas—closets, storage boxes, etc. (You all have them!)
- Assist with record keeping—statistics!
- Contribute to a library teen blog.
- Let other departments know that you have volunteers that want to help the library—lend them out!



Summer
Reading

AT NEW YORK LIBRARIES