



(860) 889-2365 | OtisLibraryNorwich.org
261 Main St. Norwich, CT 06360

APPLICATION FOR YOUTH VOLUNTEERS

Please Note: Youth Volunteers must be at least 12 years of age and have permission from their Parent or Legal Guardian. Otis Library does not accept court mandated community service.

Personal Information

Name: _____
Last First Middle Initial

Address: _____

Phone: _____ Email: _____

Birthday: _____ Grade: _____

Employment Information

Are you currently employed? Yes No If so, where? _____

Describe your Duties: _____

Other Employment Experience: _____

Education Information

Are you currently Attending School? Yes No

Name of school: _____

Are you involved in any extracurricular activities? Yes No

If yes, please list: _____

Volunteer Information

Are you volunteering to fulfill a community service requirement?? Yes No

If yes, who is requiring the community service? _____

Number of hours needed to complete: _____ Deadline: _____

Do you currently volunteer for any other organization? Yes No

If yes, where? _____

Photo Permission

As a volunteer, you may be working during events that are photographed for the library's publicity. We ask that each volunteer and parent/guardian also sign a Photograph, Video, and/or Sound Recording Authorization and Release Form (attached) in anticipation of these moments. Please sign and return with your application.

Volunteer Duties

We have a variety of duties available for youth volunteers. Typical activities include:

- Preparing crafts and assisting with programs
- Interacting with patrons of all ages
- Helping with displays and appearance of the library's space
- Cleaning and sanitizing materials

Events or circumstances may arise for special skills or talents. Please Check any of the following that you have experience or an interest in:

- | | |
|---|--|
| <input type="checkbox"/> Arts and Crafts | <input type="checkbox"/> Music |
| <input type="checkbox"/> Games (Board Games or Video Games) | <input type="checkbox"/> Technology, Coding & Robotics |
| <input type="checkbox"/> LEGO® | <input type="checkbox"/> Other: _____ |

Schedule Information

Volunteers self schedule using signup.com. An email newsletter will be sent periodically with information about upcoming volunteer opportunities and links to sign up for specific times/days. Please include a valid email address for yourself or your guardian to receive these newsletters.

Emergency Contact Information

 Person(s) to contact in case of emergency:

Name: _____ Relationship: _____

Phone: _____ Email: _____

Signatures

By signing and submitting this form, I am applying to work as a volunteer at Otis Library. I Understand that if I am accepted, I will be expected to show up and work when I am scheduled. I will notify the Library if I cannot work as scheduled.

Applicant

Date

By signing below, I give my permission for the above-named child to volunteer at Otis library. I acknowledge that I am responsible for my child's transportation and safe entry and exit from the building.

Parent/Guardian

Date

Walking Permission

By signing below, I, the parent or legal guardian of the above-named child, allow said child to walk to and/or from Otis Library.

Parent/Guardian

Date



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PHOTOGRAPH, VIDEO AND/OR SOUND RECORDING AUTHORIZATION AND RELEASE

I, _____, hereby grant Otis Library, its legal representatives, agents, successors or assigns permission to use my likeness in photographs, videos and/or sound recordings, or any part thereof in any and all of its publications, including website entries, without payment or any other consideration. I understand and agree that these materials will become the property of Otis Library and will not be returned.

I hereby irrevocably authorize Otis Library to edit, alter, copy, exhibit, publish or distribute the photographs, videos and/or sound recordings for purposes of publicizing Otis Library programs or for any lawful purposes. In addition, I waive the right to inspect or approve the finished product, including written or electronic copy, wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising from or related to the use of photographs, videos and/or sound recordings.

I hereby hold harmless and release and forever discharge Otis Library, its legal representatives, agents, or assigns, from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

I am 18 years of age or older and am competent to contract in my own name. I have read this release before signing below and I fully understand the contents, meaning and impact of this release.

(Signature)

(Date)

(Printed Name)

If the person signing is under age 18, authorization must be provided by a parent or guardian, as follows:

I hereby certify that I am the parent or guardian of _____, named above, and do hereby give my consent without reservation to the foregoing on behalf of this person

(Parent/Guardian's Signature)

(Date)