

# VolunTEEN

## Decatur Library Active Youth Volunteers (DLAYV)

2019 - 2020 (September 2019 – April 2020)

### General Information

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The VolunTEEN Program is a community service initiative that offers middle and high school students an opportunity for civic involvement. VolunTEEN opportunities consist of two programs that focus on different goals; these programs are the Decatur Area Reader's Council and the Decatur Library Active Youth Volunteers.

**Decatur Library Active Youth Volunteers is for students in grades 9 – 12 in the 2019 – 2020 academic year.** The purpose of the Decatur Library Active Youth Volunteer Program is to allow teens in the Decatur and Wise County area to obtain service hours by volunteering at the library. It is also a place to enhance job skills, gain work experience and grow as an individual while contributing to the library. VolunTEENS will accumulate service hours for their contributions in the Decatur Library Active Youth Volunteers Program.

### Opportunities for Earning Service Hours

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There are a variety of ways to earn service hours as Decatur Library Active Youth Volunteer. If offered a position on the 2019 – 2020 Decatur Library Active Youth Volunteer Program, you will learn more about earning service hours at the VolunTEEN Training in September. All VolunTEENS must attend training in order to volunteer at Decatur Public Library

Opportunities for service hours include:

- **Mandatory** - VolunTEEN Training. If you are unable to attend this training date, please discuss the conflicts with the VolunTEEN Coordinator if you are still interested in applying to be a part of the group.

#### **Fall Training Date**

**Tuesday, September 17, 2019 5:00pm – 5:30pm**

- **Mandatory** – Two hours of volunteering per month. This must be scheduled in advance with the VolunTEEN Coordinator so there is plenty for the volunteer to do and there are not an abundance of volunteers at one time in the library.

### How to Apply to be a Decatur Library Active Youth Volunteer

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To be considered for the Decatur Library Active Youth Volunteer Program for the 2019 – 2020 school year, you must submit a completed application. Applications will be accepted three times a year (September, January, May) and will not be returned after submission.

**Please turn in your completed applications at the Front Desk of the Decatur Public Library no later than 8:00 pm on Friday, September 6, 2019.** Applications will not be accepted after this deadline.

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## Candidate Selection

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Space is limited and submitting an application does not guarantee selection. Due to the high level of demand for volunteer opportunities, the library will not be able to accommodate everyone who applies. Recommendations for finding additional volunteer opportunities in the area include:

- Looking at the City of Decatur's website for other City sponsored volunteer opportunities.
- Applying to volunteer at Decatur Family Services or contacting an animal shelter or rescue group.
- Using volunteer matching sites.
- Asking a guidance counselor or service organization leader at your school for ideas.

**Candidates will be notified via email by 6 pm on Friday, September 13, 2019 regarding the status of their application for the 2019 – 2020 Decatur Library Active Youth Volunteers.**

If you have any questions after reading the information provided about the 2019 – 2020 Decatur Library Active Youth Volunteers or about the application itself, contact the VolunTEEN Coordinator, Dawn Wilbert, via email at [dwilbert@decaturtx.org](mailto:dwilbert@decaturtx.org).

**Remove this page before submitting your application and keep it for your records.**

# VolunTEEN Application

## Decatur Library Active Youth Volunteers (DLAYV)

2019 - 2020 (September 2019 – April 2020)



### PLEASE WRITE YOUR REPOSES NEATLY.

IF WE CANNOT EASILY READ YOUR RESPONSES, THEY WILL NOT BE CONSIDERED AS PART OF YOUR APPLICATION.

You are welcome to brainstorm ideas with family or friends but the application should be completed by the teen applying for the Decatur Library Active Youth Volunteers.

When providing an email address, use an email address that you (the teen applicant) will check regularly. Primary communication for either VolunTEEN program is between the VolunTEEN and the VolunTEEN Coordinator as a way to provide teens an opportunity to become more accountable for themselves.

## Applicant's Information

First Name	Last Name	Gender	Birthdate (Month/Day/Year)
			__ / __ / __
Street Address			City of Residence
School Attending for 2019 – 2020			
Grade Level for 2019 – 2020		<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12	
Applicant's Email Address <i>(This should be an email address the APPLICANT checks regularly)</i>			

## Applicant's Volunteer History

### Have you previously volunteered at Decatur Public Library?

Yes, I have volunteered at Decatur Public Library.  
When? (Ex: Spring 2017 & Summer 2017) \_\_\_\_\_

No, I have not volunteered at Decatur Public Library before.

For which program are you applying

Decatur Library Active Youth Volunteers

Application continued on back of page.

## Applicant's Commitments and Activities

List all of your commitments that could affect your ability to participate with the Decatur Library Active Youth Volunteers. Examples include vacations, school commitments, job commitments, extracurricular activities, or hobbies. If you need more space, please list additional commitments on another sheet of paper.

### EXAMPLES

Commitment	Day(s) / Time(s) / Frequency	Notes or Comments
Driving School	Tuesdays, 6-8pm	November - January
Family vacation	November 21 - 26	Visiting Disney World with my family.
Band	Weekdays until 8pm	All of the fall semester
Part-time job	3 days per week, varies	Shifts vary
Orchestra concert	October 20, 7pm	

Commitment	Day(s) / Time(s) / Frequency	Notes or Comments

## Open Response Questions

Tips for this section:

- **All questions must be answered.** Clearly identify which question you are answering before each response.
- Carefully consider your responses. Some questions may only need a paragraph for an answer while some questions should probably be answered with several paragraphs.
- Applicants are welcome to brainstorm ideas with family or friends but the responses should be in the words of the teen applying to join the Decatur Library Active Youth Volunteers.
- Handwritten responses on notebook paper are accepted but it is recommended that you type your responses so you can proofread and edit them. Typing your responses also guarantees that the VolunTEEN Coordinator will be able to read them.
- Attach a copy of your responses to the questions below to the end of your application. *Please include your first and last name on any additional pages.*

1. Why do you need service hours? Why did you decide to apply for the Decatur Library Active Youth Volunteer Program?
2. Why should you be selected to serve on this year's Decatur Library Active Youth Volunteers? What skills can you bring to the table when working at the library?

Optional: Is there anything else you would like us to know about you?