

2018-19 Teen Advisory Board Application

Returning 17/18 TAB, 2018 Summer Volunteers, and 17/18 TAB Auxiliary members
Do **not** turn in this form, but instead update your information online
using the link sent to the Remind group 7/31/18

The Mason Public Library Teen Advisory Board (TAB) is lucky to have an amazing teen service group that creates, plans, and implements library events for children and other teens. TAB is open to Mason or Deerfield Township young adults in grades 7 - 12 with Mason Public Library cards.

We have guidelines for membership. Please find them below. Note that there are requirements for participation throughout the year.

- ALL TAB members will be expected to miss no more than 3 of our 9 required meetings in a year. We typically meet first Mondays of the month (September – July) from 6:00 to 7:00p.m. except as noted on the meeting calendar. There is an optional party/meeting in May.
- No late admittance or early dismissal; more than 15 minutes late or missed is a missed meeting. Absences due to school-sponsored events, family vacations, or illness still count as absences.
- **ALL TAB members are expected to contribute during meetings and must volunteer for committees and programs besides TAB meetings. TAB members typically volunteer 10-20 hours in addition to meetings, not counting summer or Homework Help tutoring.**
- Current TAB members may always choose to change to TAB Auxiliary and not attend TAB meetings every month.
- TAB members are expected to join our *Remind* class in order to receive announcements and to use *SignUp Genius* to commit to volunteer slots. We also use *GroupMe* for committee discussions and planning.
- TAB members are expected to be courteous to their fellow volunteers by giving at least 24 hour notice when cancelling a volunteer commitment. This allows time for someone else to fill the spot. Not showing up for a volunteer slot you committed to or cancelling at the last minute will harm next year's TAB eligibility.
- TAB members are expected to purchase a TAB shirt to wear during public events. Financial assistance is available.

Mandatory Meeting Dates for 2018/19: Almost all are Mondays 6-7PM.

Sept. 10, Oct. 1, Nov. 5, Dec. 3, Jan. 7, Feb. 5, Mar. 4, Apr. 8, May 3(optional), June 3, & July 1

Community service: We provide a service hour letter at the end of each year which states the total number of hours served but does NOT list dates, times nor events. It is up to you to keep track of this and provide the appropriate forms to be signed for your service requirements such as NHS. NHS candidates: **Please submit summary forms covering multiple dates in an attached table rather than submitting many individual forms whenever possible.**

TAB Auxiliary: An alternative to TAB with no minimum requirements ---Because we have a limited number of openings on the Board each year, we have also developed a TAB Auxiliary team which allows teens to be aware of volunteer opportunities as they arise. Applicants who are not selected for TAB will be automatically enrolled in TAB Auxiliary

If new to TAB & interested, turn in the following application at the front desk by 5 p.m. 8/25/18. Applicants who have demonstrated commitment and integrity by volunteering repeatedly and reliably receive priority consideration. All applicants will be added to either the TAB or TAB Aux remind classes and receive a confirmation message via Remind text/email no later than 9/7/18. Applicants who are not selected for TAB will be enrolled in TAB Auxiliary

Please keep this cover page for your own reference.

Questions? Contact Ms. Cheryl @ cheryl.vasan@masonpl.org

2018-19 MASON PUBLIC LIBRARY TEEN ADVISORY BOARD APPLICATION

PRINT NEATLY!

Name: _____ Mason Library Card number: _____
Number on the back of the card you use to check out

Birthdate (MM/DD/YY): _____ 18/19 Grade: _____ 18/19 School: _____ Graduation Yr: _____

Do you have commitments to sports, band, theater, church groups, etc. that will prevent you from attending our Monday monthly meetings? If so, how many times this year? (Note: There is a maximum of 3 absences during the school year. Absences due to sickness, vacation, or school events still count as absences.

Circle months you expect to miss. Underline months that you might miss.

Sept Oct Nov Dec Jan Feb Mar Apr May June July

Teens are expected to be responsible for their own communication and scheduling as part of developing job skills.

Teen Email that will actually be read (required): _____

Teen text # (or email) for Remind student group: _____

GroupMe Username or text# (required): _____

Teen SignUpGenius username (required): _____

Parent Name(s): _____

Parent text#(s) or email(s) for Remind parent group: _____

Meeting reminders and SignUpGenius links are sent via Remind. Committees often use GroupMe to communicate with each other.

Address: _____
Street City State Zip Code

Phone Number(s): _____

Volunteer Waiver: I, _____, state that I have volunteered my services to the Mason Public Library and do hereby waive any right of claim now or in the future for any injury to my person or property that may occur directly or indirectly in the performance of such services or any other services related thereto that I am requested to perform. I understand that by signing this waiver, I am assuming all liability for my person and property during the time I am performing volunteer services.

Applicant's Signature: _____ Date: _____

Parent Signature Required for Waiver above and following awareness statement: TAB meets once a month during the school year and is expected to participate in **additional** library committee and service opportunities. As part of developing job skills, I will help my teen become increasingly independent and responsible for his or her own communications and scheduling. I am aware of the commitment for which my son/daughter is applying. I am aware that teens are expected to give at least 24hr notice when cancelling a scheduled volunteer shift and 48hr notice is preferred, if not more.

Signature of Parent or Guardian: _____ Date: _____