

## *How to Volunteer*

We are excited that you are interested in spending your time volunteering with the Quarryville Library. As you read on, you'll find we have many opportunities for volunteers. Most of our volunteer positions are for those fourteen years or older, however the very first option listed, Adopt a Shelf, is a good option for those younger than fourteen to pursue with the help of a parent or legal guardian.

After using this booklet to educate yourself on the kinds of opportunities we have for volunteers you'll need to submit a volunteer application to the library. If you don't already have an application you can get one from the library's circulation desk or online at [www.quarryvillelibrary.org](http://www.quarryvillelibrary.org). A library staff member will contact you within a week to discuss the next steps, which vary depending on how you would like to help us.

We accept community service requests to fulfill school, church or civic organization requirements as well as court ordered community service. If this is the reason for your interest in volunteering, we ask that you submit proof of requirement with your volunteer application.

Whatever reason you've chosen to volunteer at the library, we want to thank you for taking the time to explore the opportunity that fits you best.

# TEEN VOLUNTEER Opportunities



## QUARRYVILLE LIBRARY

357 Buck Road  
Quarryville, PA 17566

Phone: (717) 786-1336 Fax: (717) 786-9220

### Library Hours

Monday	Closed
Tuesday	10 AM - 8 PM
Wednesday	10 AM - 8 PM
Thursday	10 AM - 8 PM
Friday	10 AM - 6 PM
Saturday	10 AM - 5 PM

## **Exclusively for Teens**

### ***Teen Leadership Group***

A Teen Leadership Group is a group of teens (13-18 years old) who volunteer to plan, promote, and run teen programming in the library. This group also recommends materials for purchase—including books, games, and movies—and make suggestions about new and existing services. Whatever your interests are—Marvel comics and movies, video games, sports—you can create programs/events/clubs around them. The library is here for YOU; you just need to tell us what you need or want, and we can try to make it happen.

*Qualifications:* An interest in taking an active role in shaping how your public library relates to teens. Be between the ages of 13 and 18 years old (high school grads can take part until the September after graduation).

### ***Teen Tech Volunteer***

In this high speed world it's impossible to get a firm understanding on one kind of technology before another one replaces it. Teen Tech Volunteers are asked to volunteer a minimum of two hours a week to help local community members find answers to their technical questions. On any given day a patron might need help with anything from devices (cellphones, e-readers, tablets, laptops, etc.) to software (Microsoft Word, Google Docs, internet browsers, etc.), and Teen Tech Volunteers can be there to help save the day during scheduled Tech-Help hours. Volunteerism and experience working with the public look good on college and job applications, so consider starting to build your resume today!

*Qualifications:* Thorough understanding of technologies including but not limited to cell phones, tablets, laptops, e-readers, and cameras. A willingness to help problem solve for people with technology questions, and to teach people being introduced to a technology for the first time.

## **Other Volunteer Opportunities**

### ***Adopt a Shelf***

An incorrectly shelved book is a lost book! Adopt a few of our bookshelves, perhaps in your favorite genre, and help us keep them in order. This is a great opportunity for children under the age of fourteen to volunteer as well as others who are short on time. You can set your own schedule, though we hope to see you at least once a month.

### ***Book Repair Volunteer***

Our beloved books and videos pass through thousands of hands each year and some of those hands...well some hands are a bit rougher on our materials than others. Book Repair Volunteers help to clean, tape, and glue damaged books so that they can continue to be checked out by the public. These volunteers will work closely with our Collection Development and Acquisitions staff member and have a good deal of flexibility in choosing days and times to volunteer.

### ***Special Events Volunteer***

We know that even a once-a-month commitment can be too hard with a busy schedule, but maybe you are willing to spare a few hours a year for help during one of our special events? From cashiers at a book sale, to food service at our auction, to greeting guests at our indoor miniature golf course, it takes a village to keep these big events running. Luckily, there are jobs available for all ages and levels of ability.

### ***Story Time Reader***

If you love to work with children and enjoy sharing the gift of reading, then maybe you'll consider being a story time reader. The library has two weekly story times, one for toddlers and one for preschoolers. Each story time consists of reading four or five books on a chosen theme, as well as time for coloring a related picture or doing a small craft.