



# LEARNING COMMONS

CONNETQUOT PUBLIC LIBRARY

## TEEN ADVISORY BOARD Membership Agreement

**Members must agree to ALL of the rules and responsibilities below in order to participate in the Teen Advisory Board.**

- To be considered an active participant in the library's Teen Advisory Board program you must attend a minimum of one Teen Advisory Board meeting in order to volunteer at library events and receive community service.
- Volunteering is your commitment. As a volunteer, you must contact Ms. Oliveira in order to let her know about scheduling conflicts or whether you will be attending a Teen Advisory Board event.
- When signing up to volunteer at a Teen Advisory Board event,
  - You must adhere to the hours you sign up for.
  - You cannot show up the day of the event and get community service hours unless you have notified Ms. Oliveira and have been approved ahead of time that you will be attending.
  - You must check in and out with the librarian in charge of the program when you are arriving/leaving for a shift.
- All Teen Advisory Board members are expected to wear appropriate clothing for a library work environment, including the Teen Advisory t-shirt.
- Teen Advisory Board members are expected to behave appropriately at all Teen Advisory Board meetings and events. The library's patron behavior policy must be followed.
- When looking to get a list of your current community service hours, you must contact Ms. Oliveira in order to set up an appointment to get the appropriate forms signed. A log is kept with all the hours you signed up for, as well as, programs you actually performed the community service at. A record is also kept for programs you are a no-show for.
  - If you are a no-show for 3 programs, you will no longer be able to participate in the Teen Advisory Board. You will not be able to apply again for 1 (one) year.

**Please sign and date this agreement where indicated below. All contracts should be returned to Ms. Oliveira.**

\_\_\_\_\_  
Print Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Parent/Guardian

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Signature of Parent Guardian

\_\_\_\_\_  
Date