

2026 SUMMER TEEN VOUNTEER APPLICATION
BROWN COUNTY SOUTHWEST LIBRARY
974 Ninth Street, Green Bay 54304 920-492-4910
bc_library_southwest@browncountywi.gov

Thank you for your interest in volunteering! Teens need to be going into 6th grade or higher this fall to be eligible to volunteer at the library this summer. There are a range of opportunities available that are awarded on a first-arrival basis, so please return your application early!

Teen Volunteer, please print neatly:

Name: _____

Address: _____ City: _____ Zip: _____

Volunteer Email: _____

Volunteer Phone Number: _____

Mark your Grade in Fall: 6 7 8 9 10 11 12

I prefer to work: Alone With a Partner Either

If possible, I would like to volunteer with a friend whose name is: _____

[Your friend also needs to fill out an application and should indicate the same shifts as you. Limit 2 volunteers per table shift.]

I understand that I am making a commitment to volunteer for the Brown County Library. I will be present on the dates and times I am assigned, including training sessions, and will fulfill my volunteer duties to the best of my ability.

Volunteer Signature: _____ Date: _____

Parent or Guardian, please review this application with your child and sign below:

My child has my permission to volunteer for the Brown County Southwest Library. We have reviewed the selected dates together and we are not aware of conflicts with other planned activities (Summer school, camp, sports, trips, etc.) except for any unavailable dates we have listed.

Photo Release: I grant permission for Brown County Library representatives to include my child in photographs of library activities. I understand that such photos may be used in print or digital promotions for the library, and I will not claim copyright or compensation. Yes No

Print Parent Name: _____ Parent Phone Number: _____

Parent Email: _____

Parent Signature: _____ Date: _____

Parent/Guardian and/or volunteers may receive emails throughout the year informing you of teen library events. If you would prefer not to receive event updates, please check here:

Southwest Library Summer Teen Volunteer Opportunities:

- **Table Volunteers** help people sign up for the Summer Reading Program (SRP), explain how it works, hand out prizes, and record data. This involves a set shift for several weeks.

- **Summer Lunch Volunteers** set up for lunch, count participants, and cleanup 4 days per week. It takes about an hour, and you can enjoy a free lunch while volunteering.
- **Special Event Volunteers** may help kids with crafts and activities during events; dress up as a costume character or assist the person wearing the costume; or other activities as needed.

Orientation: Volunteers will train 20 minutes before their first scheduled shift. Please see below:

- Session 1 Orientation: Please arrive 20 minutes before your first scheduled shift, for training.
- Session 2 Orientation: Please arrive 20 minutes before your first scheduled shift, for training, except if you have already volunteered in Session 1.

Shifts: Are you interested in working more than one shift per session? Yes No

Substitutes: I would like to be a substitute for open shifts.

Directions: Please indicate which shifts you want with an “X”. If you have a preference, mark “1” for first choice and “2” for second choice. You can volunteer for multiple days, or every day of the week that the library is open, but it is recommended that you only volunteer 1 or 2 shifts per day.

Table Volunteer for Summer Reading Program

Session 1: June 6 – July 11

Monday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	<input type="checkbox"/> 2:00-4:00	<input type="checkbox"/> 4:00-6:00
Tuesday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	<input type="checkbox"/> 2:00-4:00	<input type="checkbox"/> 4:00-6:00
Wednesday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	<input type="checkbox"/> 2:00-4:00	<input type="checkbox"/> 4:00-6:00
Thursday	Closed	Closed	Closed	Closed
Friday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	Closed	Closed
Saturday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	Closed	Closed

Table Volunteer for Summer Reading Program

Session 2: July 13 – August 11

Monday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	<input type="checkbox"/> 2:00-4:00	<input type="checkbox"/> 4:00-6:00
Tuesday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	<input type="checkbox"/> 2:00-4:00	<input type="checkbox"/> 4:00-6:00
Wednesday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	<input type="checkbox"/> 2:00-4:00	<input type="checkbox"/> 4:00-6:00
Thursday	Closed	Closed	Closed	Closed
Friday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	Closed	Closed
Saturday	<input type="checkbox"/> 10:00-12:00	<input type="checkbox"/> 12:00-2:00	Closed	Closed

Please list any dates you are unable to volunteer in the space below. Attach an additional sheet if necessary.

Summer Lunch Volunteer

- Session 1:** June 10 - July 10 - 11:30-12:30 Monday-Friday (except Thursday - closed)

Session 2: July 13 - August 14 - 11:30-12:30 Monday-Friday (except Thursday - closed)

You can sign up for both sessions. Please list any dates you are unable to volunteer, or any important notes:

Special Events Volunteer

- **Summer Reading Celebration – Storytime with Curious George – Saturday, June 13 10:15-11:15**

I want to wear a character costume.

I want to be a costume handler (helper).

- **Summer Carnival - Tuesday, June 16 12:30-3:30**

Flexible help (temporary tattoos, food service, games, cleanup and more).

I want to wear a costume and help with other tasks.

Please return applications in person to **Southwest Branch Library** (974 Ninth Street) or email jayne.lubinski@browncountywi.gov as soon as possible. Direct any questions to Jayne at (920) 492-4910 or the email address above. Remember, shifts are awarded on a first-come, first-served basis. Increase your chances of getting the shift you want by getting your application in early. Thank you!

Volunteers will be notified of their schedules by May 31st. Applicants can assume their application is accepted unless otherwise notified.