



SUMMER YOUTH AMBASSADOR APPLICATION

The Lewes Public Library's Summer Youth Ambassador program is an opportunity for students who have completed the 6th, 7th, or 8th grade to learn valuable professional skills, while serving the community. By working in the library, you will receive hands-on experience in a first rate, modern library, learning skills that will help you in your future academic and professional endeavors. You will help to maintain the youth libraries by doing shelving and other maintenance activities, as well as assisting in summer programming, and other library related duties. To be considered, please fill out the following application and submit a statement of interest and reference contact. ***Application Deadline is April 1st, 2020.*** Screened applicants will need to appear for an interview the week of April 27th or May 4th. Return application to The Lewes Public Library, 111 Adams Ave., Lewes, DE 19958 ATTN: Summer Youth Ambassador Program

PERSONAL INFORMATION

LAST NAME: _____ FIRST: _____

ADDRESS: _____

GRADE: _____ AGE: _____ BIRTHDATE: _____

SCHOOL: _____ HOME PHONE: _____

CELL PHONE: _____ EMAIL: _____

IN CASE OF EMERGENCY, CALL: _____

RELATIONSHIP: _____

PRIOR VOLUNTEER EXPERIENCE: _____

EXTRA CURRICULAR ACTIVITIES: _____

STATEMENT OF INTEREST

Please attach a short (a half page maximum) handwritten or typed statement that addresses the following questions: Why are you interested in joining the Summer Youth Ambassador Program? What skills can you contribute or do you want to develop? How will this internship help you meet your future goals?

REFERENCE

Please provide the name and contact information of a person who can serve as a reference for you. (i.e., Teacher, Scout Leader, Pastor, Coach, etc.)

NAME: _____RELATIONSHIP: _____

EMAIL: _____PHONE: _____

REQUIREMENTS

Lewes Public Library Summer Youth Ambassadors will be treated as young professionals, and will receive training that will help to prepare them for their futures in both school and work. As Youth Ambassadors they will be required to:

- Attend three 2-hour training sessions on May 26 (4:00 - 6:00), June 2 (4:00 - 6:00), and June 9 (4:00 - 6:00).
- Serve a 2-hour shift each week at the library for 8 weeks, between June 15th and August 7th. The Library will do everything it can to accommodate schedules, but once a shift is assigned, the Ambassador is required to serve that shift, or find another Ambassador to serve it for them.
- Communicate in a timely manner with the Ambassador Coordinators should they be unable to attend a shift due to illness. Failure to show up for a shift, or failure to communicate regarding inability to attend due to illness, will result in a warning and docking service hours on the 1st offense, and may result in removal from the program thereafter. Summer Youth Ambassadors will be expected to conduct themselves as young professionals, and be responsible for:
 - Showing up for all 3 training sessions.
 - Showing up to all their shifts, or for finding a substitute for their shift from the pool of other Summer Youth Ambassadors.
 - Dressing appropriately to work in the library, which means no cut-off shorts, bare midriffs or bare shoulders.
 - Conducting themselves in a professional manner, which means applying themselves to tasks diligently, following instructions, and keeping all electronic devices put away during their shift.

Summer Youth Ambassadors will receive Community Service Hours for their service in the program, and recognition from the Library as a graduate of the program.

AVAILABILITY

Please designate your 1st, 2nd, and 3rd choice of shifts. We will do our best to accommodate preferences, but cannot guarantee you will get your 1st choice shift. Once shifts are assigned, you are responsible to serve that shift, or get another Ambassador to serve it for you.

MONDAY, 9:00 - 11:00 _____

TUESDAY, 11:00 - 1:00 _____

WEDNESDAY, 11 - 1:00 _____

THURSDAY, 9:30 - 11:30 _____

THURSDAY, 11:00 - 1:00 _____

FRIDAY, 11:00 - 1:00 _____

SATURDAY, 10:00 - 12:00 _____

MONDAY, 11:00 - 1:00 _____

TUESDAY, 1:00 - 3:00 _____

WEDNESDAY, 1:00 - 3:00 _____

THURSDAY, 11:00 - 1:00 _____

SATURDAY, 12:00 - 2:00 _____

AGREEMENT

I have read all of the requirements and responsibilities laid out in this application, and agree that if I am accepted to the program, I will:

(Applicants and Parents/Guardians, please initial each)

- Attend training on May 26, 4:00 - 6:00pm Applicant_____ Parent/Guardian_____

- Attend training on June 2, 4:00 - 6:00pm Applicant_____ Parent/Guardian_____

- Attend training on June 9, 4:00 - 6:00pm Applicant_____ Parent/Guardian_____

- Serve 8, 2-hour shifts on my assigned day/time from June 15th - August 7th. If I cannot serve a shift, I will find another Ambassador to serve it for me.

OPTIONAL, Attend the Honor Reception on Tuesday, August 11th at 6:00pm.

Applicant_____ Parent/Guardian_____

- If I am unable to serve my shift due to illness, I will notify the Ambassador Coordinator as soon as possible.

Applicant_____ Parent/Guardian_____

Signature:

Applicant_____ Date_____

Parent/Guardian_____ Date_____