

# Summer Reading

Dear parents/guardians of \_\_\_\_\_:

Thank you for supporting your youth's volunteer work at the library. The library's Summer Reading program encourages children to read over the summer. We could not offer this vital program without our youth volunteers, like yours!

## **Volunteers with the Summer Reading program:**

- earn volunteer hours for school
- build confidence
- gain valuable skills to add to a resume or school application
- develop a professional reference
- have the chance to make new friends

It's very important that your youth knows the schedule and how to call in if there's an emergency. For many kids, this experience is like a first job. You can't work or volunteer if you're not there! Volunteers with poor attendance may be asked to leave the program, or may not be allowed to sign up the next year.

Please encourage your child to review the safety tips handout in their volunteer packet. We welcome you to reach out to library staff if you have questions or concerns about your child's participation.

Here are some tips for you to share to help them succeed. Teens may know these things, but many need your support acting on them. That's totally normal for their age!

- Call in ahead of scheduled time when you know you can't make it.
- Treat it like a job or school; cancel only in case of illness or emergency.
- Use a family calendar? Put the scheduled shift on it!
- Tell the staff at your volunteer's library, at the beginning of the summer, if there's family vacation or camp.

## **Your volunteer's schedule is:**

Day of the week: \_\_\_\_\_

Time: \_\_\_\_\_

First day: \_\_\_\_\_

Last day: \_\_\_\_\_

**To call in with an illness or emergency:** \_\_\_\_\_

**Thanks!**

\_\_\_\_\_ Summer Reading contact(s)

Summer Reading volunteer contact(s) at: \_\_\_\_\_ name of library

\_\_\_\_\_ @multcolib.org  
email