



Teen Volunteer Program

Frequently Asked Questions

Who is eligible to be a teen volunteer at the Novi Public Library?

Teens who are going into grades 7th through 12th, or 12 years of age, are eligible to be a teen volunteer. An application and proper documentation must be on file with the library prior to volunteering.

What will I do as a teen volunteer at the library?

Teen volunteers will mainly be helping at youth programs. Other tasks may include shelf reading, pulling books for story time, preparing craft items, etc.

How many volunteer hours can I get during the school year or summer?

Shifts vary according to our needs. Monthly sign-ups are on a first-come, first-serve basis. As we have a limited number of volunteer openings, we cannot guarantee that all volunteers will be able to sign-up to help every month.

What time commitment is expected of me as a teen volunteer?

There is no minimum number of hours required to be a teen volunteer. Since our schedule varies based on our needs, we cannot guarantee a specific number of hours each month.

What type of training is required to become a teen volunteer and when is it offered?

There is no special training for teen volunteers during the school year. All teen volunteers are required to attend one teen volunteer orientation session prior to the Summer Reading Program. You will be notified of the session dates.

Is there a dress code?

All teen volunteers must follow the Library's dress code policy. Business casual attire is permitted.

How long does it take after I submit an application before I can start volunteering?

Please allow 1-2 weeks for application processing and review. Additional paperwork will be emailed after application review.

I volunteered last year in the Teen Volunteer Program and wish to return again this year. What steps do I need to take?

All returning volunteers are required to submit a work permit for the current year. Please contact Information Services Librarian, Lindsay Fricke, at lfricke@novilibrary.org to have one emailed to you.

How do I apply to be a teen volunteer?

We accept teen volunteer applications year round. To apply for this program, please complete and submit the teen volunteer application at <http://novilibrary.org/Teens/TeenVolunteers.asp>. If you have any questions, please contact Information Services Librarian, Lindsay Fricke, at lfricke@novilibrary.org or 248-869-7218.