

Teen Summer Reading Internship Qualifications

Internship Responsibilities:

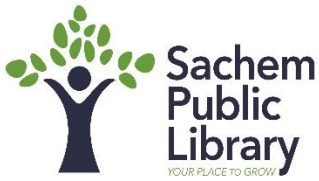
- Attend Intern Orientation in June 2019 on a mutually agreed upon date.
- Complete assignments from the books *The 7 Habits for Effective Teens* by Sean Covey and *Smile & Succeed for Teens: A Crash Course in Face-to-Face Communication* by Kirt Manecke for mentoring on effective communication and successful work skills.
- Plan and teach activities for two (2) Friday night teen workshops and the Teen Summer Reading Club that are centered on encouraging reading and literacy learning.
- Write questions, formulate challenges, and lead Battle of the Books meetings with Battle coaches.
- Assist in various aspects of teen summer workshops including running activity stations in coding and technology at Welcome 6th Graders and STEAMCon.
- Assist in selecting themed books for book displays in summer workshops.
- Submit a weekly log on assigned duties detailing experiences in workshops.
- Attend weekly feedback sessions with supervisor.

Requirements:

- Must be entering 11th-12th grade in September 2019 and be a resident of the Sachem School District.
- Experience working with youth.
- Interest in creating and teaching innovative workshops for youth.
- Ability to work as part of a team.
- Ability to receive/follow instructions.
- Willingness to learn and participate in everyday library work
- Must be self-motivated and able to work independently.
- Must be available to work 6-10 hours per week and any special events as specified in the Internship Application.

Funding for the summer reading intern program is generously provided in part by the Dollar General Literacy Foundation and YALSA as part of their Summer Reading Grant Program.





Teen Summer

Library Intern Application

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____

Library Barcode _____

School _____ Current Grade _____

Prospective interns will receive consideration without discrimination based on race, creed, color, sex, age, national origin, handicap or any other condition proscribed by State or Federal law. This application is not an offer or an agreement for employment.

INTERNSHIP HOURS OF AVAILABILITY:

Availability	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning (10am-1pm)						
Afternoon (1pm-5pm)						
Evening (5pm-9pm)						

Intern must be available for the following dates and times:

Mondays, June 10, 17; July 1, 8, 15, 22, 29 & August 5 & 12 – 5pm-8pm

Tuesday, July 9 – 5:30pm-9pm

Wednesday, June 12, 19, 26; July 3, 10, 17, 24, 31 & August 7 – 5pm-8pm

Thursdays, June 27; July 11, 18, 25 & August 1 & 8 – 2-5pm

Fridays- one 5-9pm shift in June, July & August

Saturday, June 22- 10:30am-4:30pm & Saturday, August 10- times TBD

Why are you interested in being the Teen Services Summer Intern for the Sachem Public Library?

Have you ever volunteered at the library before? Describe the volunteer opportunity and your experiences.

What skills will you bring to the library as an intern? For example, your interests, crafting skills, extracurricular activities, and technology skills.

This internship will involve assisting in teaching classes for other teens and children including our Welcome 6th Graders, STEAMCon, Teen Summer Reading Club, and Battle of the Books. Have you had any experience in teaching others? What did you teach?

******Please attach a Resume and (1) Letter of Reference.******

Reference letter should be from a current or former teacher, coach, or employer.

Letters from family members or friends will not be accepted.

Parent Permission

My child has my permission and full support to intern at the Sachem Public Library this summer. I have also read and understand the attached job description and responsibilities and certify that my child is a resident of the Sachem School District.

Parent Signature _____ Date _____

Parent Contact Email & Phone _____

Thank you to YALSA and the Dollar General Literacy Foundation for this grant sponsorship.