

AUTHORS Unlimited Volunteer Information for Teens

Event Information: Authors Unlimited will be held on Saturday, May 2, 2026 at St. Joseph's University in Patchogue, NY. This free event is brought to you by the public libraries of Suffolk County and St. Joseph's University. The mission of Authors Unlimited is to celebrate reading by connecting teens and authors. Teens in grades 7-12 have the opportunity to *apply* to become an Authors Unlimited volunteer. As a volunteer, you will be working with our team of librarians and authors by directing participants, meeting with the authors, assisting with book signing, and helping with setup and breakdown of the event. *Selected volunteers will be notified by Friday, April 10, 2026.*

- To be selected as an Authors Unlimited volunteer you must be available from 9:00AM-3:00PM on Saturday, May 2, 2026. **You must have your own transportation to and from St. Joseph's University, 155 West Roe Boulevard, Patchogue, NY 11772.**
- Volunteering is your commitment. In the case of an emergency or illness, you (not your parent) are expected to call Ms. Conlon at the South Huntington Public Library (631) 549-4411 ext. 275 as soon as possible so we can find a replacement volunteer.
- When signing up to volunteer at this event:
 - You must adhere to the hours you signed up for.
 - You cannot show up the day of the event and get community service hours unless you have been notified ahead of time that you have been selected to be a volunteer.
 - You must check in and out with a librarian when you are arriving/leaving.
- You are expected to conduct yourself in a professional manner.
- At the end of the day, you will receive a volunteer certificate listing your completed community service hours for the event (9AM-3PM = 6 hours)
- Teens must have ONE *Character Reference* filled out by a librarian, coach, teacher, or employer.
- A parent or guardian must sign the *Volunteer Application* form. In order to qualify for consideration the following forms must be completely filled out and handed in together (4 pages in total):

Volunteer Application and Character Reference.

Both forms must be returned to your library's young adult librarian or mailed/scanned to:

Jen Conlon
South Huntington Public Library
145 Pidgeon Hills Road
Huntington Station, NY 11746
jconlon@shpl.info

All forms must be handed in/emailed no later than: Wednesday, April 1, 2026



Volunteer Application- Page 1

Applicants MUST be in Grades 7 – 12

The forms must be returned to your library's young adult librarian or mailed/scanned to:

Jen Conlon
South Huntington Public Library
145 Pidgeon Hill Road
Huntington Station, NY 11746
631-549-4411 ext. 275
jconlon@shpl.info

DEADLINE: Wednesday, April 1, 2026

Name: _____

Telephone Number: _____

Email Address: _____

Home Public Library: _____

School Grade: _____

Emergency Contact Name: _____

Emergency Contact Phone Number: _____

Please help us to get to know you by answering the following questions on the next page.

Being an Authors Unlimited volunteer is a responsibility that requires a time commitment for the entire day on Saturday, May 2, 2026 from 9:00AM until 3:00PM.

Applicant Signature _____ Date _____

Volunteer Application - Page 2

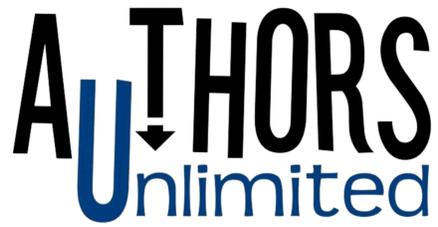
I am aware that my teen is applying for a volunteer position for the Authors Unlimited event on Saturday, May 2, 2026 and that I am responsible for their transportation to and from this event.

Signature of parent or guardian: _____ Date _____

Name _____

1) *Why are you interested in being an Authors Unlimited volunteer?*

2) *Please write about your favorite book(s), genre(s) and/or author(s) that you enjoy reading. Give us reasons with supporting details why they are your favorites.*



Character Reference- Page 1

Character Reference Form: To be filled out by one (1) Librarian, Teacher, Coach or Employer. Immediate family members do not qualify as references. Please return all forms by Wednesday, April 1, 2026 to:

Jen Conlon
South Huntington Public Library
145 Pidgeon Hill Road
Huntington Station, NY 11746
jconlon@shpl.info

Name of Applicant: _____

Name of Reference: _____

Reference Contact Information:

Phone: _____ Email: _____

Please describe how you know the applicant and for how long:
