

# Oceanside Public Library Teen Partner Application

Name: \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_

Which Library would you like to volunteer at:

- Virtual Volunteering
- Civic Center Library
- Mission Branch Library
- Adelante Bookmobile
- Bookmobile

In Case of an Emergency, contact (Name): \_\_\_\_\_

Home Phone : (\_\_\_\_) \_\_\_\_\_ Cell Phone : (\_\_\_\_) \_\_\_\_\_

Staff Use    Orientation                       Entered into Volgistics                       HR Cleared                      Initials \_\_\_\_\_  
Date \_\_\_\_\_



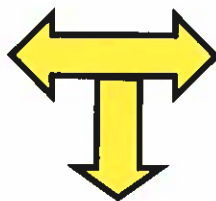
## Volunteer at the Library as a Teen Partner

\*must be 14 years of age



**Earn volunteer hours for school, for fun or work experience**

**Assist with events and displays, shelve library materials, become a Homework Helper**



**Create graphics and videos for the Library's social media pages**

**Serve on the Teen Advisory Board and give input to make the Library an even better place**

**Civic Center**  
Amy Kleman, Senior Librarian  
(760) 435-5583  
akleman@oceansideca.org

**Mission Branch**  
Heidi Garcia  
(760) 435-5613 voicemail only  
HeGarcia@oceansideca.org

### **Library Locations**

Civic Center Library  
330 N. Coast Highway

Mission Branch Library  
3861-B Mission Avenue

[www.oceansidepubliclibrary.org](http://www.oceansidepubliclibrary.org)

\*We do not accept court ordered community service.





**VOLUNTEER/INTERN APPLICATION**  
**CITY OF OCEANSIDE**  
**HUMAN RESOURCES DEPARTMENT**  
**300 NORTH COAST HIGHWAY**  
**OCEANSIDE, CA 92054**  
**760-435-3500**  
**www.ci.oceanside.ca.us**

For Department Use Only  
 Will be working around children:  
 YES NO (Circle one)



**PERSONAL INFORMATION**

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Number and Street Apt. # City State Zip

Phone Number: Home (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext. \_\_\_\_\_

Email Address: \_\_\_\_\_

Do you have a valid California driver's license?  Yes  No  
 Class \_\_\_\_\_ Number: \_\_\_\_\_ Exp. Date \_\_\_\_\_

Are you related to anyone who works for the City of Oceanside?  Yes  No  
 If yes, Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Department: \_\_\_\_\_

Do you speak/write any languages in addition to English?  Yes  No  
 If yes, please specify the languages: \_\_\_\_\_

Have you ever been convicted of a crime (Excluding minor Traffic Violations)?  Yes  No  
 If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**EDUCATION AND SKILLS**

Highest grade completed (Circle one):  
 High School 9 10 11 12  
 College 13 14 15 16 17 18+

Are you attending school/college?  Yes  No  
 If yes, where? \_\_\_\_\_  
 Major? \_\_\_\_\_

Summarize special skills you have acquired from previous employment, or through other activities, including hobbies or sports.

**EXPERIENCE AND AVAILABILITY**

Are you currently (Check One):

Student  Employed full time  Employed part time  
 Unemployed  Retired  Other \_\_\_\_\_

When are you available to volunteer (Check all that apply):

Morning  Afternoon  
 Monday  Tuesday  Wednesday  Thursday  Friday

Are you able to volunteer for:

1-6 months  6-12 months  1-2 years  Ongoing

(Continue On Back)

## AREAS OF INTEREST

Select one of the following:  Volunteer  Intern

Will the volunteer/intern be driving for the City?  Yes  No

If Yes, you must submit the following copies with your application: DMV Printout, Driver's License, Proof of Insurance, and Vehicle Registration.

Please check the area of City Government you would like to volunteer or intern in:

- City Attorney       City Clerk       City Manager       City Treasurer
- Development Services ( Building,  Engineering,  Planning)       Financial Services       Fire
- Human Resource       Information Technology       Library
- Neighborhood Services ( Code Enforcement,  Housing,  Parks and Recreation)
- Police ( Harbor Police,  Police Explorer,  Senior Volunteer Patrol Program – S.V.P.P.)
- Public Works       Water Utilities

Please list any physical limitations that need to be accommodated to help you volunteer.

How did you hear about volunteer opportunities at the City of Oceanside:

- City Employee       Community/Professional Organization: \_\_\_\_\_
- Human Resources       Job Fair: \_\_\_\_\_
- School Placement/Career Center: \_\_\_\_\_
- Website: \_\_\_\_\_       Other: \_\_\_\_\_

## AGREEMENT AND SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer or as an intern, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

In the event that I am accepted as a volunteer or as an intern for the City of Oceanside, I agree to comply with all its policies, rules and regulations. I fully understand and agree to provide my services to the City of Oceanside as a volunteer or as an intern in a volunteer capacity, and that I will receive no compensation or benefits for services provided.

**SUBMITTING AN APPLICATION DOES NOT GUARANTEE PLACEMENT.** If accepted, I will undergo a background check which will include fingerprinting/livescan.

**BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT.**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If volunteer is under 18, signature of the parent/guardian is required (applicants must be 14 years of age to volunteer).

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_