

## Alameda Free Library Volunteer Coach Application

Please print clearly

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City/Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

Have you been a Homework Coach before and if so, when? \_\_\_\_\_

Why are you interested in volunteering at the library? **Please attach a typed, double-spaced paragraph response**

What was the last math class that you passed? \_\_\_\_\_

What was the last English class that you passed? \_\_\_\_\_

Do you speak any languages other than English and if so which ones? \_\_\_\_\_

Will you participate in any activities, for example, sports or exam prep, later in the school year which will conflict with coaching, and if so, when do you estimate your last day of coaching will be? \_\_\_\_\_

Please indicate days and locations that you prefer to coach.

	Mon	Tues	Wed	Thurs	Fri
Main Library	_____	_____	_____	_____	_____
West End Library	_____	_____	_____	_____	Closed
Bay Farm Island Library	_____	_____	_____	_____	Closed

I agree to meet the following expectations:

- Be at the library on my assigned days by 3:30 p.m.
- Not bring friends, study partners or siblings when scheduled to coach.
- Make coaching my primary activity when I am scheduled (although I may work on my own homework while waiting to help those who need assistance).
- Stop by the desk to pick up a coach badge and sign in, so library staff knows that I am here.
- Wear a coach badge, so people who need help know who is available.
- Set an example of behavior in the library, for example, quiet voices and no eating or drinking (except for bottled water).
- Ask for assistance if I have any problems.
- When finished with my shift, come to the desk to sign out and return coach badge.
- Contact my supervisor if I cannot come on my scheduled day.
- Not contract with anyone to provide assistance on the side.

I understand that my services are being offered on a voluntary basis, without anticipation of financial remuneration, and I shall indemnify and hold harmless the City of Alameda, its boards and their officers, agents and employees, from and against all claims, demands, loss or liability of any kind or nature for any possible injury during volunteer service.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

### Parental Consent is required for all volunteers

I give permission to my son/daughter/dependent to provide volunteer services to the City of Alameda.

Parent/Guardian Name (please print) \_\_\_\_\_

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

Emergency Contact name: \_\_\_\_\_

Emergency Contact Phone Number: \_\_\_\_\_

## Information for High School Students about Homework Coaching at the Alameda Free Library

### Homework Coaching

High school students who are interested in helping elementary school students with their homework are encouraged to get involved in the Homework Coaching program at the library. Homework coaching may involve explaining the directions of a homework assignment, listening to a student read aloud, guiding a student through math problems and helping them with writing assignments.

### Requirements:

- Proficiency in math and/or language arts subjects
- Enjoy working with children
- Attend training session
- 4 month (1 day per week, 3:30-5 p.m.) minimum commitment
- Parent/guardian consent
- Coaches must be in the 9<sup>th</sup>-12<sup>th</sup> grade

### Benefits:

- Satisfaction of helping people
- Earn community service credit
- Looks good on resumes and applications

### To Apply

Pick up an application at the Alameda Free Library. Fill it out, get parent/guardian approval, and return the application to any library location. New coaches must attend a drop-in interview sessions, at the Main Library, 1550 Oak Street, in the 1<sup>st</sup> floor meeting room near the Children's Department. New coaches must attend one of the interview sessions on:

- Tuesday, September 17, 2019, 3:30-5:00 p.m.
- Thursday, September 19, 2019, 3:30-5:00 p.m.

### Returning Coaches

Students who participated last year **must fill out and turn in an application and attend an orientation session**, but will be excused from the interview. We will contact you by email to discuss scheduling. Returning coaches should submit a completed application by Monday, September 16 to be considered.

**Note: Applying for and interviewing for the Homework Coach Volunteer position does not guarantee a position. Being a coach in the past does not guarantee a position.**

Questions? Contact Teen Librarian Hallie Fields at [hfields@alamedaca.gov](mailto:hfields@alamedaca.gov)