

*North Douglas Library District*

**Mildred Whipple Library  
TEEN ADVISORY BOARD INFORMATION**

Thank you for your interest in the Mildred Whipple Library's Teen Advisory Board! Please read this information sheet before filling out your application. Library staff are available to answer any questions you might have!

**What is the Teen Advisory Board (TAB)?**

TAB is a free leadership development program for local middle and high school-aged youth interested in becoming more involved in their library and community. TAB members participate in and influence the functioning of the Mildred Whipple Library, especially in relation to teen programming and teen collection development.

The TAB program is a forum to have your opinions and suggestions heard while you learn job skills and earn volunteer hours. Members work with library staff to plan and host teen programs, raise funds for teen services, and take on teen area improvement projects.

**Who can join the TAB?**

Any students in grades 6th-12th in the North Douglas Library District who would like to become more involved with their community library. Home schooled students are also encouraged to join! All TAB members must submit an application to be reviewed by library staff before they are accepted into the program.

**How much time will it require?**

As a TAB member you are expected to commit to a minimum of 1 hour per month of volunteering during their membership. TAB members are encouraged (but not required) to spend additional time working on TAB projects and volunteering with Mildred Whipple Library programs.

**Why join the TAB? Membership Benefits**

- 2019/2020 TAB members spearheaded the Mildred Whipple Library teen space redesign program!
- Help make decisions that affect teens in the library and the community,
- Suggest purchases for the teen area and general library,
- Help plan library programs, events, displays, service projects, and more!
- Create displays and decorate the teen area seasonally,

**North Douglas Library District's Mildred Whipple Library**

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## ***North Douglas Library District***

- Learn skills such as: marketing, publicity, program management, budgeting, and other library related activities and skills,
- Gain volunteer and leadership experience, earn community service hours, and learn job skills to add to your resume for scholarship, college, and job applications,
- Use the Mildred Whipple Library as a reference for future scholarship, college, and job applications,
- Make new friends, talk about books, and have fun!

### **TAB Member Expectations & Responsibilities**

TAB member expectations and responsibilities include, but are not limited to:

- Volunteer for a minimum of 1 hour per month during membership,
- Regularly attend scheduled meetings and open forums and notify the staff contact in advance if a meeting will be missed,
- Be an active and respectful participant in the group; be willing to share ideas, interact with other members, and listen to the opinions of others during guided discussions,
- Act as a library ambassador and all-around role model of good teen behavior,
- Volunteer at as many teen library programs as you can,
- Follow all North Douglas Library District policies, rules, and regulations,
- Promote the Mildred Whipple Library, its services, and its programs in school and in the community.

**To apply for a TAB position, please complete the Teen Advisory Board application and return it to the Mildred Whipple Library.** Please keep this information sheet for your reference.