

MFPL Teen-Led Volunteer Program Application

Thank you for your interest in presenting a program at the Millburn Free Public Library. Please fill out the following information.

Name: _____

Address: _____

Phone: _____ Email address: _____

Age: _____ Grade: _____ School: _____

Emergency contact name and phone number: _____

Millburn Library Card Number: _____*

*Must be a MFPL card holder in order to run a program

Please describe the program you wish to run. You must detail:

- Why you believe you are qualified to run this program
- A clear outline of the content of program
- List maximum number of participants
- Age range of participants
- Supplies/equipment needed for program
- Room set up desired for program
- Time length of program
- Number of times program will run.

If your program is approved, you will be working under the umbrella of the Teen Library Council. This is meant as a structured forum for teens to present and work with their peers. Programs will be “for kids by kids.” Teens must be the active driving force in the creation and implementation of their projects.

Applications must be submitted at least one month before the proposed date in order to be considered.

You are not guaranteed the room of your choosing. Meeting rooms are in high demand and may not be available on your preferred date.

The Library is open the following times. All programs must be within hours that the Library is open. (Check <http://millburnlibrary.org/calendar> to confirm the library is not closed for a holiday or another reason.)

Sunday 1-4:45 <small>(closed August)</small>	Monday 9:30-8:45	Tuesday 9:30-8:45	Wednesday 9:30-8:45	Thursday 9:30-8:45	Friday 9:30-5:15	Saturday 9:30-5:15