

Leading to Reading

Volunteer Application

Accessibility Statement: If you identify as a person with a disability or a person who is Deaf, and require this document in an accessible format, please contact LTRsubmissions@tpl.ca or use the online form at tpl.ca/accessibility to make a request.

- Your application will only be considered if fully completed and accompanied by two reference contacts.
- Hand in your completed application to any Toronto Public Library branch. Branch staff will forward your application to a LTR office at either the Albion or Agincourt branch.
- If completing online, send to LTRsubmissions@tpl.ca and put your Last and First names in the subject heading.

Today's Date:

1. Personal Information

Name:

Street Address:

City:

Postal Code:

Primary Phone (required):

Occupation (if any):

Email address (required):

Age category: Youth under 18, Youth 19-24, Adult 25+

At which branch(es) do you wish to volunteer? _____

Have you been a volunteer at any other Toronto Public Library program or service?

Yes___ No___ If yes, which program/service and location _____

For Library Staff Use Only:

SS

DB

101

Training

VSC

Accepted?: Y / N

2. Relevant Experience

Why do you want to be a Leading to Reading volunteer:

Relevant Experience

Education including, if in school, current grade level:

Work Experience:

Volunteer Experience & Experience with Children:

Skills, Interests, Hobbies, Other Experience:

What do you feel would be the keys to motivating a struggling reader to find *enjoyment* in reading:

How would you respond to a child who tells you “we don’t need to read books, we have the Internet now!”:

3. Two References Required

Professional Reference:

A professional reference can be any individual who is/was in a supervisory capacity to you (academic, volunteer or work).

Name:

Organization Name:

Phone (required):

Email (required):

Relationship to you:

How long have you known this person (minimum 6 months)?

Personal Reference:

A personal reference can be a friend or co-worker.

Name:

Phone (required):

Email (required):

Relationship to you:

How long have you known this person?

4. Reference Check Release:

I, (applicant name) _____, hereby authorize Toronto Public Library to solicit a reference from (professional reference name) _____ and (personal reference name) _____ in connection with my application for this volunteer position, and to investigate any statements made herein, and I release Toronto Public Library and all others for liability in connection with the same.

I hereby authorize the above named referees to provide a reference in connection with my application for this volunteer position, and release them from any liability in regard to the same.

Signature: _____

Date: _____

5. Vulnerable Sector Check

Please note that we ask applicants to complete the Vulnerable Sector Check (VSC) form after they have been accepted as a volunteer into the service. The Toronto Public Library covers the cost of the VSC on your behalf.

Parental Acknowledgement Form (to be completed for volunteer applicants under the age of 18)

I acknowledge that my son/daughter _____ has applied to volunteer at the Toronto Public Library, in the Leading to Reading service, at the _____ library branch.

I acknowledge that the volunteer screening process at the Toronto Public Library includes a Vulnerable Sector Check and the collection of personal information.

Name of Parent/Guardian (Please Print)

Signature of Parent/Guardian

Date (day/month/year)

6. Signature

I hereby certify that all of the information included in this application form is true and complete.

I understand that an incomplete application will not be considered, and that providing false or misleading information may result in dismissal, regardless of the time of discovery.

Signature:

Date:

Thank you! Applications are kept on file for 12 months.

Only those selected for an interview will be contacted. We appreciate your interest in volunteering with the Toronto Public Library.

Personal information on this form is collected under the authority of the Public Libraries Act, sections 20(a) and (d), and will be used only for the proper administration of volunteer services at Toronto Public Library. Questions about the management of your personal information can be directed to the Privacy & Records Management Officer, Toronto Public Library, 789 Yonge Street, Toronto, ON, M4W 2G8, 416-395-5658.