

## **Library Advisory Board Teen Liaison Application Policy**

### **The Ideal Candidate:**

- Is a Freshman or Sophomore at Canby High School
- Is able to take initiative
- Is a library user

### **Responsibilities Include:**

- Attending the meetings of the Library Advisory Board
- Being aware of the teen programming schedule at the Canby Library
- Meeting regularly with the teen librarian at the Canby Library
- Promoting the events of the Canby Library activities at Canby High School
- Informing the Library Advisory Board about information relevant to teenagers and current events at Canby High School

### **Benefits of this Position can Include:**

- A letter of recommendation from the Canby Library Director for college
- Receiving volunteer hours for attending Library Advisory Board meetings
- Learning to operate in a formal group not made up of peers
- Experiencing government processes firsthand

Applications should be submitted to the Canby High School librarians by March 1st of the outgoing Teen Liaison's graduation year, or as otherwise needed in the case that the Teen Liaison leaves the Advisory Board before graduation. The current Teen Liaison should work with the High School librarians to devise a relevant application, from which the High School librarians will select up to three candidates to be interviewed by a committee of Advisory Board members.

Once the Advisory Board committee has interviewed all potential Teen Liaison candidates and discussed the candidates with the remainder of the Advisory Board, a final decision will be made. Upon approval, the new Teen Liaison will complete the City of Canby application before joining the Board.

## Library/LAB Goals

- Shifting hours to meet the community's needs.
- Transforming our maker space into a "Maker Lab," where Canby youth can learn about Science, Technology, Engineering, Art, & Mathematics.
- Connecting our community to needed resources thanks to Canby PD's Behavioral Health Specialist Brandon Leonard.
- Re-envisioning our volunteer program to create more opportunities for the community to give back.
- Creating more quality programming that answers community needs.
- Applying to grants to offer more opportunities to the Canby community.
- Creating a donation policy/process for in-kind donations.
- Creating a new strategic plan.
- Updating the library policy manual.
- Being fully staffed.
- Fun through engagement (Fun Shirt Friday, Library Open House, social media presence).
- Partnering with outside community groups, institutions, and agencies.
- Community bulletin board?