



C.W. Lewis Middle School Library Media Center

Mrs. Vassallo ~ Media Specialist

Library Assistant Application

Name _____

Grade: _____ Advisory: _____ LAL Teacher: _____ Block _____

Expectations of Library Assistants:

- Assistants will be scheduled during the second half of their Lunch period (you must eat first).
- Assistants must complete the task(s) assigned to them.
 - This is not the time to socialize with friends, look for books, or complete class work.
- Assistants will follow the rules of the Library as well as being responsible, respectful, and safe.
- Assistants are expected understand the importance of properly maintaining a library.
- Assistants must maintain good attendance.

Some of the tasks you may be asked to complete may include: date stickers, checking in books, prepare books for shelving, shelving, straightening up shelves, displays, help with Book Fair, and general clean up.

Explain why you would make a good Library Assistant.

Do you have previous experience helping in the Library? _____ What did you do? _____

You must have 2 of your teachers sign this application verifying your interest.

1. _____ 2. _____

I, _____, agree to abide by the rules of the library, and I will follow the library expectations and complete all tasks to the best of my ability.

Student Signature: _____ Date: _____

Thank you for your interest in helping in the Library.