

# BIA LIBRARY VOLUNTEER PROGRAM

Brown International Academy



Inquire Within.  
Inspire Others.  
Impact the World.

[www.brownacademymagnet.org](http://www.brownacademymagnet.org)

The **BIA Library Volunteer Program** is vital to enhancing the learning at Brown International Academy and for the library media center to be more effective to serve the needs of students and teachers and continue our focus on inquiry-based learning. *A library volunteer is an asset to the school, the library program, and each child and faculty member of BIA.*

Our volunteers do various jobs to support students and teachers. Some of these jobs include, but are not limited to the following: shelving books, processing new materials, helping other teachers, cleaning the conference room, assisting students, reading aloud, and simply assisting Mrs. McCarter in whatever capacity needed.

**In organizing this program, the school year is divided into three parts:**

1. August 18<sup>th</sup> through October 31<sup>st</sup>
2. November 1<sup>st</sup> through February 28<sup>th</sup>
3. February 1<sup>st</sup> through April 30<sup>th</sup>

You will be scheduled to work **one day every week.**

If you would like more information about the **BIA Library Volunteer Program**, please call our Family Partnership Specialist (FPS), Shadrina Celestino Booker by email [BOOKER\\_S@HCDE.ORG](mailto:BOOKER_S@HCDE.ORG) or the librarian, Lindsey McCarter, [MCCARTER\\_LINDSEY@HCDE.ORG](mailto:MCCARTER_LINDSEY@HCDE.ORG) or feel free to contact the school at 423-209-5760.

**Volunteer days are first come, first serve basis. Once you sign up then we are counting on you!**

In the event of an emergency please contact Mrs. McCarter or leave a message with our secretary ASAP. Each week specific work will be set aside and Mrs. McCarter **depends** on your help. Please sign up only if you are interested in helping in the library each week. There are other ways to volunteer at Brown Academy throughout the year.

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**Yes, I will commit to being a LIBRARY ASSISTANT each week for the 2010-2011 school year**

\_\_\_ Monday      \_\_\_ Tuesday      \_\_\_ Wednesday      \_\_\_ Thursday      \_\_\_ Friday

\_\_\_ *August 18th -October 31<sup>st</sup>*      \_\_\_ *November 1st -February 28<sup>th</sup>*      \_\_\_ *February 1st -April 30<sup>th</sup>*

Choose your time each week (morning or afternoon): \_\_\_\_\_ to \_\_\_\_\_

Your name: \_\_\_\_\_ Child: \_\_\_\_\_ Relation to child: \_\_\_\_\_

Phone number: \_\_\_\_\_ E-mail: \_\_\_\_\_