

**Library Aide Application**  
**Return to Mrs. Williams in the Front Office**

NAME: \_\_\_\_\_ GRADE: \_\_\_\_\_

1. Why do you want to be a Library Aide? (Please be specific)

2. What do you think the three most important Library Aide responsibilities are and explain why.

a.

b.

c.

3. What grades did you receive on the last grading period? (This will be checked.) Describe what you are like as a student. What are your best subjects and why?

4. Library Aides are required to work directly with students in grades K-8. Describe your customer service skills, and any experience working with children.

5. Your responsibilities will be repetitive and may include:

- checking out books, checking books in for both Cross and Harelson
- sorting (numerically and alphabetic order) books, shelving books
- working on book displays and bulletin boards,
- tidying up the library
- helping students and teachers search for books, and various other types of tasks that may come up during the day.
- This will require working the whole period.

Please describe your work habits and how they relate to the above duties. (**Be specific**)

6. Complete the following exercise:

Put the following Authors' names in alphabetical order. Use numbers to indicate which one is first (1-9).

___ Anthony Horowitz	___ J.K. Rowling	___ Laurie Halse Anderson
___ Stephanie Meyer	___ Suzanne Collins	___ James Patterson
___ Susan Lowell	___ Stephen King	___ Rick Riordan

Put the following in numeric **AND** alphabetical order. Use numbers to indicate which one is first (1-16). This is one of the **MAJOR** responsibilities you will have.

___ 001.32 ALB	___ 521 HIN	___ 001.312 BIR	___ 978.451 COD
___ 978.451 COR	___ 325.964 ALM	___ 978.541 LON	___ 008.311 ADD
___ 325.961 MCD	___ 521.001 GRE	___ 978.539 LIN	___ 521.001 GRI
___ 012.881 BIT	___ 324.001 BAD	___ 012.880 BIS	___ 012.883 BIS

The following page is the Library Aide Teacher recommendation form. This **MUST** be complete and returned to the library by the **TEACHER**, not the student.

Thank you for taking the time to complete this application and your interest in being a Cross-Harelson School Library Aide.