

# Student CREW

*Building* **STUDENT LEADERS** *through* **READING**



 **SCHOLASTIC**

**BOOK FAIRS**

# Let's Get Your

Building a Book Fair team can be the best way to ensure things run smoothly, and that all your bases are covered! Think about your favourite parts of Book Fair planning, and where you would benefit from some help! Match those “to-dos” with your team members to find the right person for every job!

## *Benefits* **both you and the students!**

- Empowers students to make the Book Fair their own
- Gives students the opportunity to serve and act as reading mentors
- Incorporates kid-generated ideas into the Fair for strong student appeal
- Provides opportunities for students to make connections with their peers

### TIP!

High school students are a great resource for supporting your Fair. They can mentor the younger students and gain volunteer hours along the way.





# Student Crew *Started!*

## *Where do I Need Help?*

- Set up & take down
- Decorating
- Announcements
- Personal shoppers
- Social media posts
- Cashier
- Student Reorder support
- BookTalks
- Photojournalist
- Videographer



## *Tips to get you started*

1. Start recruiting Student Crew members 4-6 weeks before the Book Fair.
2. Offer Student Crew members raffle tickets for the chance to win a prize for participating.
3. Use an existing school club, like your book club or leadership class.
4. Make T-shirts or lanyards to identify your Crew members.

# Ways a Student Crew can enhance *your Book Fair!*

## Promotions Specialist

- Decorate
- Advertisement ideas
- Contests and crafts
- BookTalk! Every Day
- Create invitations for the Teacher Preview and Family Events
- Create a Classroom Wish List display

## Book Fair Greeter

- Welcome guests at the Fair entrance
  - Encourage participation in the Classroom Wish List program
  - Coordinate coat and backpack checks at the Fair entrance

## Photojournalists

- Document the Fair by taking photographs and videos
- Create digital scrapbooks to showcase in newsletters and on the school website
- Share your Fair with us on social media by tagging @ScholasticBookFairs\_Canada

## Decor Specialist

- Unpack boxes
- Set up table displays
- Hang decorations, posters, and directional arrows

## Tech Support

- Create Book Fair information screensavers
- Make a Google Classroom advertisement to send to parents and the community
- Advertise the upcoming Book Fair on morning announcements

## Shopping Assistants

- Assist shoppers and monitor the Fair
- Help shoppers locate products for Classroom Wish Lists
- Assist with price checks and take reorders

## Student and Family Support

- Assist with Classroom Wish List completion
- Help find books on the Classroom Wish Lists
- Supervise an activity corner during Family Events so parents can browse the books

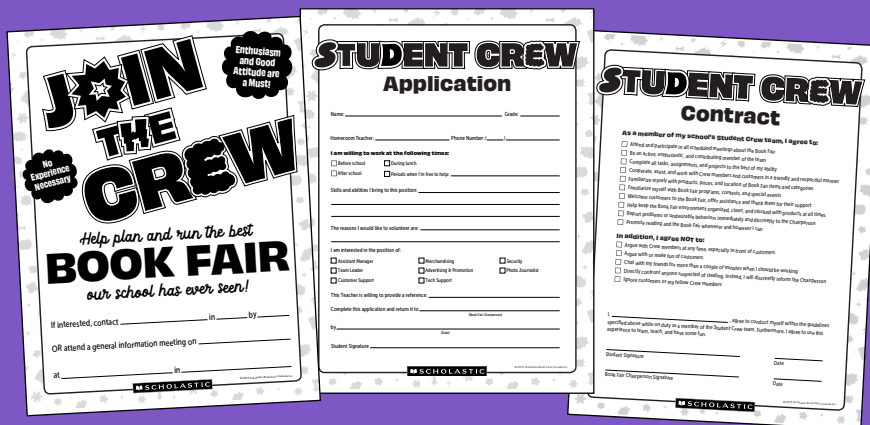


# Host interviews to simulate a real job application!

Mock interviews are great learning opportunities, giving valuable real-life experience!

**TIP!**

You can find printables like an advertising flyer, application, and certificate starting on page 9!



## Sample Interview Questions:

1. What interests you most about being a member of our Student Crew?
2. Tell me about an accomplishment you are proud of.
3. If you were asked to perform a task that is not part of your assigned job, how would you respond?
4. How would you handle working alongside someone you do not get along with?
5. You're working a shift and your friends are talking to you. Suddenly, someone comes into the Fair and needs help finding a book. What would you do?



# Your Student Crew are *Reading Leaders!*

When students see their peers reading, it can motivate them to read as well. You and your Crew can promote literacy through the Book Fair!

## **Support Teacher Previews**

Ask your Student Crew to create invitations, and help out during the Teacher Preview.

## **BookTalk! Every Day**

Create buzz around books by introducing them in classrooms, announcements, and in the library. The Crew can use the book review cards found in your Toolkit.

## **Read with Younger Students**

Help younger students learn new words, introduce them to chapter books, or do a fun read aloud in the library.

## **Start a Booktalking Club**

Recruit students who love to read to a school Booktalking Club. This creates a space for students to share the books they love with fellow bookworms. Ask a teacher to supervise and have the Student Crew recommend titles.

## **Read-a-Thon**

Begin a school-wide literacy initiative! Pledge a certain number of pages to be read, and have the Student Crew take lead.



# Student Crew and *Family Events!*

## Bring families into your school and encourage reading together!

This is a great leadership opportunity for your Crew. They can send invitations, arrange food and music, supervise an activity corner, and help you celebrate reading through the Book Fair.



## ➔ *Try some of these ideas*

**Photo Booth:** Create lasting memories with fun props and a student-run booth!

**Breakfast with Books:** Invite parents for some coffee and treats before exploring the Fair.

**Night of Stars:** Host a student talent showcase that's fun for the whole family!

**Art Expo:** Open an art gallery with students' creations based on their favourite books.

**Kids' Corner:** Have an activity station for younger students so parents can browse the Fair. The student Crew can paint faces, read stories or help with colouring the bookmark reproducibles!

# *Last steps* for your Student Crew!

## *Pack UP*

- Let the Crew deliver Classroom Wish List books to teachers
- Repack the remaining product to be returned to Scholastic

**TIP!** Ask one or two of your Crew members to act as supervisors to promote leadership and team work!

## *Review* DETAILS

- During a wrap-up session, review what worked and areas that need improvement. Giving input is a powerful life lesson for students!
- Ask for ideas to make your next Fair even better!

**TIP!** Post a volunteer sign-up sheet for your next Book Fair at the end of this Book Fair!

# Your Student Crew deserves *Congratulations!*



## **SHOW** *Appreciation*

- Customize Student Crew Certificates
- Acknowledge personal efforts of the Crew through the school newsletter or website

**TIP!** Use Scholastic Dollars to gift each student a book – instant gratification as they can choose a book right away!

## **CELEBRATE** *Your Success*

- Host a recognition breakfast, lunch, or party to thank your Student Crew
- Recap Book Fair goals and record on the Goal Chart
- Share successes with the school during announcements, on the school website, and in the school newsletter

**TIP!** Ask local businesses to donate food for a thank you party!



**JOIN**

**THE**

**CREW**

**Enthusiasm  
and Good  
Attitude are  
a Must!**

**No  
Experience  
Necessary**

*Help plan and run the best*

**BOOK FAIR**

*our school has ever seen!*

If interested, contact \_\_\_\_\_ in \_\_\_\_\_ by \_\_\_\_\_

OR attend a general information meeting on \_\_\_\_\_

at \_\_\_\_\_ in \_\_\_\_\_

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# STUDENT CREW

## Application

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_

### I am willing to work at the following times:

- Before school       During lunch  
 After school       Periods when I'm free to help: \_\_\_\_\_

Skills and abilities I bring to this position: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The reasons I would like to volunteer are: \_\_\_\_\_  
\_\_\_\_\_

I am interested in the position of:

- Assistant Manager       Merchandising       Security  
 Team Leader       Advertising & Promotion       Photo Journalist  
 Customer Support       Tech Support

This Teacher is willing to provide a reference: \_\_\_\_\_

Complete this application and return it to \_\_\_\_\_  
(Book Fair Chairperson)

by \_\_\_\_\_  
(Date)

Student Signature \_\_\_\_\_

# STUDENT CREW

## Contract

### As a member of my school's Student Crew team, I agree to:

- Attend and participate in all scheduled meetings about the Book Fair
- Be an active, enthusiastic, and contributing member of the team
- Complete all tasks, assignments, and projects to the best of my ability
- Cooperate, assist, and work with Crew members and customers in a friendly and respectful manner
- Familiarize myself with products, prices, and location of Book Fair items and categories
- Familiarize myself with Book Fair programs, contests, and special events
- Welcome customers to the Book Fair, offer assistance and thank them for their support
- Help keep the Book Fair environment organized, clean, and stocked with products at all times
- Report problems or undesirable behaviors immediately and discreetly to the Chairperson
- Promote reading and the Book Fair whenever and however I can

### In addition, I agree NOT to:

- Argue with Crew members at any time, especially in front of customers
- Argue with or make fun of customers
- Chat with my friends for more than a couple of minutes when I should be working
- Directly confront anyone suspected of stealing. Instead, I will discreetly inform the Chairperson
- Ignore customers or my fellow Crew members

I, \_\_\_\_\_, agree to conduct myself within the guidelines specified above while on duty as a member of the Student Crew team. Furthermore, I agree to use this experience to learn, teach, and have some fun.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Book Fair Chairperson Signature

\_\_\_\_\_  
Date



*Certificate of*  
**APPRECIATION**

*Presented to*

\_\_\_\_\_ Name

**for**

**valuable volunteer service at our Book Fair**

*Thank you for helping us make  
this the best literacy event ever!*

\_\_\_\_\_ Date

\_\_\_\_\_ Book Fair Chairperson

\_\_\_\_\_ Principal

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