



## CHILDREN'S VOLUNTEER POSITION DESCRIPTION

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Title: Children's Program Volunteer

Immediate Supervisor: Children's Services Manager

**PURPOSE OF THIS POSITION:** Volunteers help keep the library running smoothly while learning about the library and earning volunteer hours.

**RESPONSIBILITIES:**

- Prepares materials for craft portion of Storytime and programs
- Help with set up and cleanup of Children's programs
- Snap photos during the program using RML's camera

**POSITION REQUIRES:**

- Must be 13 years or older
- Must be responsible and willing to complete assigned tasks

**SKILLS REQUIRED:**

- Willingness to learn new things
- Fine Motor Skills for craft preparation (cutting, sorting, etc.)
- Enthusiasm
- Some physical strength for shifting tables & chairs
- Experience with a digital camera

**TIME INVOLVEMENT:**

- Can work any time during normal library hours
- Must complete at least 6 hours minimum
- Must commit to duration of at least six weeks (Storytime sessions run 6 weeks)

**TRAINING:**

- Volunteer will receive an initial orientation followed by guidance as needed.

IF INTERESTED, please contact:

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