



The Bosler Memorial Library meets the community's evolving informational, educational, entertainment and cultural needs.

Volunteer Job Description	
<i>Title:</i> Student Volunteer	<i>Status:</i> Volunteer
<i>Reports To:</i> Bosler Library Staff	<i>Time Commitment:</i> 1 hour each day
	<i>Length of Commitment:</i> none

Position Summary:
The Library has student volunteer opportunities each weekday from 3:30 pm to 4:30 pm in our Information and Youth Services Departments. To sign-up for open volunteer shifts please submit a volunteer application and the Community Relations Coordinator will email the sign-up form with available dates.
Minimum Qualifications:
Completed volunteer application
Ability to follow instructions
Attention to detail
Responsibilities
1. Dusting
2. Cleaning computers
3. Cleaning windows
4. Cleaning picture books
5. Preparing office supplies such as pencils and scrap paper
Additional Information
<i>Training Provided:</i> Introduction to the tasks at hand
<i>Termination:</i> Failure to carry out assigned responsibilities can result in termination
Benefits of Volunteering
Chance to meet new people and work in pleasant surroundings
Give something back to the community.

Clearances: Not Required
Revision Date: 11/26/2019

Contact:

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