



Volunteer Opportunities

Volunteer Opportunity	Description	Skills Required	Time Commitment
Shelf Reading	Library Quality Control – Check to make sure books, music, and movies are put away in their proper places and return them to their proper order when necessary	<ul style="list-style-type: none"> • Alphabetizing • Understanding the principles of alphanumeric ordering • Precise attention to detail • The ability to stand, reach, and bend. 	10 minutes – as long as you want to. Whenever you so choose.
Assisting with Children’s Programming	This activity can take on a range of forms depending on the type of programming. It can range from overseeing a craft project, or manning a game, to handing our summer reading prizes.	<ul style="list-style-type: none"> • Good with children • A good sense of fun • The ability to follow directions. • The ability work through craft projects and games. • The ability to teach and crafts to others. 	An hour or two, depending on the program.
Assisting with Children’s Programming Prepwork	Cutting, gluing, and preparing project components for Storytime, L.A.S.T., Story and Craft, Family Nights etc.	<ul style="list-style-type: none"> • Fine motor movements for cutting and gluing. • The ability to follow directions. • The ability to sit for the period of time working. 	10 minutes – as long as there are things to get ready. Between the time the craft is planned and the programming event.
Home Delivery	Bring books, movie, and other materials to those who are homebound within ___ of the Village.	<ul style="list-style-type: none"> • Good customers service skills • The ability to work well with people of all ages. • The ability to lift 25 pounds. • A valid drivers’ license 	An hour or two per week.

Weeding	Under staff supervision, removing items from the library shelves in preparation for the Friends of the Library book sale	<ul style="list-style-type: none"> • Alphabetizing • Understanding the principles of alphanumeric ordering • Attention to detail • The ability to stand, reach, and bend. • The ability to lift 25 pounds. 	An hour or two per week in the months leading up to the book sale.
Scanning Weeded books through Betterworld Books	Using a computer and barcode scanner to check books that have been weeded to scan books that are no longer of use to the library through Betterworld Books' interface to see if they are books they are willing to sell for us.	<ul style="list-style-type: none"> • Attention to detail • The ability to sit for the period of time working. • The ability to learn new things and follow directions. • The ability to use a computer. • The ability to perform repetitive tasks. 	An hour or two per week in the months leading up to the book sale.
Stamping books as discarded, blacking out barcodes and library identification stickers	Using a rubber stamp and thick magic marker to mark books that are book sale bound as discarded and no longer ours.	<ul style="list-style-type: none"> • Fine motor skills. • The ability to perform repetitive tasks. • The ability to sit for the period of time working. 	An hour or two per week in the months leading up to the book sale.
Helping to make materials shelf-ready	Labeling books and other materials with with stickers and labels and wrapping books with protective mylar.	<ul style="list-style-type: none"> • Fine motor skills. • Attention to detail. • The ability to follow directions. • The ability to perform repetitive tasks. • The ability to stand for the period of time working. 	10 minutes – as long as you want to. Whenever you so choose.
Resurfacing CDs and DVDs	Using the CD/DVD repair machine to repair CDs and DVDs	<ul style="list-style-type: none"> • Attention to detail. • The ability to follow directions. • The ability to perform repetitive tasks. • The ability to stand for the period of time working. 	An hour or two a week, every week.

<p>General Library Help</p>	<p>Come to the library on a set schedule to help with whatever needs to be done on that particular day.</p>	<ul style="list-style-type: none"> • Alphabetizing • Understanding the principles of alphanumeric ordering • Attention to detail • The ability to stand, sit, reach, and bend. • The ability to lift 25 pounds. • Fine motor skills. • The ability to learn new things and follow directions. 	<p>An hour or two a week, every week.</p>
<p>Helping with Friends of the Library events</p>	<ul style="list-style-type: none"> • Help set up Friends of the Library fundraisers • Work at Friends of the Library fundraisers • Helping to plan and organize Friends of the Library and community events • Advocate for the library on the local and state level 		