

	Job Title:	Guest Reader	Reports to:	Site Team Lead or Project Lead
	Department:	Public Services	Location:	Main Library

FREQUENCY

Monthly opportunity or special projects. We will work with you to set a flexible schedule. Then you can schedule your time at your own convenience.

Hours are developed with Site Coordinators to correspond with project timelines.

JOB DESCRIPTION

Do you love to read? Want to share your love of reading with others? Guest Reader may be the right fit for you! As a Guest Reader, you will record a story, poem, joke, or riddle to be shared with the community. Record your reading at the Main Library or from home using the recording requirements outlined by staff. This volunteer opportunity is a great fit for individuals who love to read out loud or perform.

POSITION REQUIREMENTS

- You speak clearly so others can understand
- You are enthusiastic about reading
- You welcome working with people from your community
- You are positive, adaptable, and forward thinking
- You display appropriate demeanor at all times; this includes dress, body language, and facial expressions
- You abide by established policies and procedures

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT

- Office environment; exposure to materials returned in unfavorable conditions
- Must be able to respond to fire alarms, warning sirens, and phone pages