Title: Summer Reading Challenge Volunteer

Summary: Assists Summer Reading Challenge participants with registration, activities, programs, and shelving materials in the Children's Department. Reports to the Children's Summer Assistant and/or Branch Summer Reading Challenge Volunteer Supervisor, and works with other staff and volunteers in the department.

Locations: Aberdeen Branch, Abingdon Branch, Bel Air Branch, Darlington Branch, Edgewood Branch, Fallston Branch, Havre de Grace Branch, Jarrettsville Branch, Joppa Branch, Norrisville Branch and Whiteford Branch. *Note: volunteer opportunities vary from branch to branch; limited openings.*

Need:
- 2 – 3 hours per week (determined by branch needs)
- June 19 thru September 3 (date range varies by branch needs)

Essential Functions:
- Describe summer reading challenge to children
- Register participants in the program
- Help maintain control during group activities and programs
- Direct customers to other staff for assistance
- Shelve materials in the children's department
- Record volunteer hours electronically using computer system
- Present a positive public image
- Other duties as assigned

Required Knowledge, Skills, and Abilities:
- Volunteer must be entering 6th grade and up
- Ability to work well with groups of children, parents, staff, and other volunteers
- Legible handwriting and printing
- Experience entering information into a computer
- Ability to follow directions
- Ability to give clear directions to participants
- Ability to attend training at selected branch

The above volunteer position description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job. The library administration reserves the right to change, modify, delete, and supplement job duties based on the organizations needs. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.