

MARIN COUNTY FREE LIBRARY
VOLUNTEER POSITION DESCRIPTION

Title: LIBRARY OUTREACH AMBASSADOR

Position Overview:

Do you love the library? Would you like the chance to share that love with your community? The Marin County Free Library is now recruiting Outreach Ambassadors to staff our table at community events and conduct informational presentations to local groups. Help us get the word out about all the great programs and services available at the library!

Key Responsibilities:

- Conduct presentations to civic groups about programs at the library (such as Chambers of Commerce, mothers' groups, businesses, parent/teacher groups, Rotary/Lions/Elks Clubs, etc.)
- Work shifts at community events where the library has a table (such as farmers' markets, fairs, etc.), interacting with the public, answering questions and distributing outreach information
- Assist in identifying potential audiences for presentations
- Provide feedback regarding presentations and outreach activities

Qualifications:

- Public speaking skills, ability to convey passion for the library
- Excellent networking skills and contacts in the community (or ability to develop contacts)
- Outgoing personality

Training and Support Provided: Half-day training session to review program goals, exchange information, and share presentation materials; PowerPoint presentation slides; outreach and marketing materials (brochures, flyers, pencils, etc.); ongoing communication with Volunteer Coordinator for support and feedback

Length of Commitment: Six months minimum. Hours and days will vary. Event and presentation calendar will be provided in advance and volunteer ambassadors will commit to specific days/hours they are interested in volunteering.

Benefits: Excellent opportunity to perform valuable service to the community, gain public speaking experience, interact with the public, and make a difference in the success of the library.

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