

SPECIAL EVENTS ATTENDANT

Roseville Public Library—Volunteer Program



Position Overview and Impact:

Help put on special events and help the library at the same time. These are perfect opportunities to maximize your volunteer fun without being locked into a set schedule. Events are held throughout the year; you can choose your event(s).

Key Responsibilities:

- Set up and take down of event items: chairs, tables, etc. Lifting not to exceed 20 lbs.
- Staff booths
- Greet and direct the public
- Help with crafts or games
- Assigned event tasks

Make a Difference:

- Provide much needed assistance
- Help improve the library's level of service
- Enhance the public's event experience

Qualifications:

- Minimum age is 14 unless accompanied by an older family member
- Ability to work with large groups of people of all ages
- Strong verbal communication skills
- Willingness to work outdoors when necessary

Training and Support Provided:

- Orientation about the event and on the specific volunteer assignment
- Safety training as required

Time Commitment: Flexible

Time Duration: Flexible

Location: Events held periodically at all three Roseville Public Libraries

Benefits:

- Meet wonderful people and have a great time
- Earn community service hours (school, college, to build your resume)
- Gain new skills and experiences