

Volunteer Role Profile

Role: Home Library Service Support Volunteer

Supervised by: Assistant Library Customer Service Manager

The Home Library Service is a free library delivery service available if customers are unable to visit their local library on a regular basis, due to mobility issues.

Customers are visited once a month where they receive a selection of library stock based on their preferences.

The role of the volunteer

This is a supporting role, providing additional help to the Home Library Service

- To put stock back onto the shelves in the correct order so that Mobile and Home Library staff can locate it easily.
- To identify stock in need of attention and to alert the library staff
- To assist Mobile and Home Library service staff in routine tasks

Skills and attributes required for this role

Volunteers need to have good literacy and numeracy skills for the accurate shelving of stock. There are no other specific skills necessary for this volunteer role, but an outgoing personality and an enjoyment of working with a wide range of people would be useful, along with an understanding of what is required to support older people with a range of disabilities.

Potential outcomes for the volunteer

- The volunteer will gain experience of working with local residents
- The volunteer will gain an understanding of how library services work and the role they can play in developing services
- The volunteer will receive any training necessary
- After an agreed period of volunteering, the library service will provide the volunteer with a reference
- Long term volunteers may get the opportunity to be involved in other areas of Mobiles and Home Library work