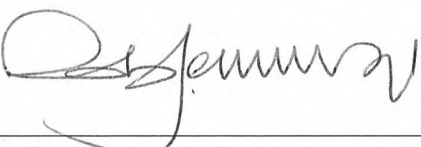


VOLUNTEER POSITION DESCRIPTION — Library Books on Wheels Volunteer

Position title	Library Books on Wheels Volunteer
Responsible to	Programs Co-ordinator
Position status	Volunteer
Availability	2 hours per week
Commitment	Regular – once a week
Requirements	National Police Certificate Ochre Card NT Driver's license
Position description approved	

Primary Objective

To deliver appropriate library loans to library patrons who are housebound because of age, disability or ill health.

Key Responsibilities

1. Visit elderly and other patrons in private homes or aged care facilities and deliver books, talking books and other library items, collect previous loans and return them to library.
2. Fulfil a social role by making conversation with patrons as appropriate.
3. Discuss loan preferences with the patrons and choose loan items to suit them.
4. Liaise with library staff as required.

Delegations

Nil

Supervisory Responsibilities

Nil

Selection Criteria

1. Good communication and listening skills.
2. Current Driver's license and own vehicle to use for deliveries.

3. Ability to commit to approximately two hours per week.
4. Recent National Police Check and current Ochre Card.

Training and induction

Orientation to the Public Library and subsequent specific orientation to the position will be provided.

Volunteer Vision

Alice Springs Town Council values the important role of volunteers in encouraging social cohesion, bringing positive change, and fostering a true sense of community across Alice Springs.

Volunteering plays a valuable role in sustaining healthy, resilient communities and contributes significantly to the quality and vibrancy of our society.

Volunteer's Signature: _____

Date: _____

Volunteer's Name: _____