

# Volunteering Opportunity

- Title:** SUMMER READING CHALLENGE HELPER
- Place:** At selected Wiltshire libraries
- Reports to:** Library Manager/Children's Librarian/Senior Library Assistant (SLA)
- Purpose:** To support children aged four to 11 taking part in the Summer Reading Challenge as directed by above
- Responsibilities:**
- Registering children for the challenge - accurately and clearly recording information as directed by staff
  - Giving out 'Marvellous Makers' folder to children registering, briefly explaining how the challenge works and encouraging them in their reading
  - Directing non-library members to staff to join the library
  - Ensuring this is a fun experience for the children
  - Listening to children talk about their reading at various stages throughout the challenge period
  - Giving out certificates and medals for those children finishing and completing the register accordingly
  - Giving out and encouraging children/parents to complete feedback
  - Directing any book and other queries to library staff
- Requirements:**
- Likes and is empathetic with children aged four to 11 – essential
  - Is reliable, friendly and patient - essential
  - Is good at communicating verbally with children, their accompanying family and friends - essential
  - Has an interest in books and reading, especially children's fiction – essential
  - Is a library member - essential
  - Has some knowledge of current children's fiction – desirable
  - Is outgoing and confident - desirable
  - Applications will be accepted from younger applicants (14+) as well as adults
- Commitment:**
- Will vary in each library – but there will be a **minimum commitment of 16 hours** over the course of the challenge, timetabling to be agreed with Library Manager/SLA
  - This may include some Saturdays and other busy times e.g. lunchtimes

**Length of Opportunity:** The Summer Reading Challenge 2024 runs from 13 July to 7 September (8 weeks).

Volunteers will be needed throughout this period (specific times to be agreed with the Library Manager/SLA).

Applicants to inform Library Manager/SLA about any period during this time they won't be available.

**Expenses:** n/a

**Selection process:** Registration form to be completed followed by an informal meeting to discuss your skills and suitability for the role. Depending on the number of suitable applicants we may have to restrict the number of placements we can offer in some libraries.

**Training:** Training to be arranged and provided locally – session to cover the purpose of the Summer Reading Challenge, children's library services and children's book information.

**If interested:** Please ask a member of staff