



## Book Buddy Volunteer

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REPORTS TO: Adult Outreach Services Librarian  
LOCATION: Locations throughout Campbell County  
REVISED : 26 Dec 2014

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### **BASIC FUNCTION:**

Under the general direction of the Adult Outreach Services Librarian, the Book Buddy Volunteer will deliver books directly to those who are unable to visit our library buildings. The Book Buddy Volunteer receives a special "Book Buddy" library card which the volunteer uses to check out items from the collection for the Outreach patron. This is an excellent volunteer opportunity for those who like to read, enjoy people, and have reliable transportation.

The relationship between the Library and its volunteers is meant to be mutually beneficial. And while the Library hopes to fulfill our volunteers' desire to be of service to their community, we hope that all volunteers work to support us in our mission: "Campbell County Public Library enhances lifelong learning by providing popular materials, programs, and services to our community."

### **DUTIES:**

- Select items to check out for Outreach patron based on his or her interests
- Deliver items to Outreach patron on a monthly basis
- Return items to Library that Outreach patron has completed or no longer needs

### **QUALIFICATIONS:**

- Dependable transportation
- Enthusiasm for the Campbell County Public Library
- Friendliness and comfortable working with the public
- Ability to follow direction
- Successful background check performed by the Library

### **COMMITMENT:**

- Commitment to a regular schedule of 3 to 4 hours per month. Four month commitment preferred.

### **TRAINING & SUPERVISION:**

- Training and supervision provided by library staff