

## ROLE DESCRIPTION:

Do you have experience digging up your family tree? Want to share your knowledge? Assist patrons with genealogical requests and local history projects by being a genealogy research assistant.

# GENEALOGY RESEARCH ASSISTANT

## RESPONSIBILITIES:

- ✓ Assist others in researching their family histories  
Pass along your research techniques to others  
Assist with digitizing/recording local historical information (oral history, photographs, etc.)

## QUALIFICATIONS/SKILLS REQUIRED

- ✓ Must be 18+  
Experience with genealogy resources in print and online  
Computer skills  
Willingness to help and teach others  
Ability to make a minimum commitment of two hours per week for at least a three-month period

## TIME/COMMITMENT

- ✓ 2-3 hours per week; dependent upon patron program participation and needs

## BENEFITS

- ✓ Acquire new skills and gain work experience  
Use as job reference/resume  
Give back and participate in community outreach  
Gain service hours  
Make a difference in someone's life  
Build new relationships  
Support library staff

## LOCATION OFFERED

- ✓ George W. Hawkes Downtown