

ROLE DESCRIPTION:

LIBRARY AMBASSADOR

As a Library ambassador, you will enhance the library patron service experience by making them feel welcome. You will build connections, refer patrons to library staff, and help guide patrons to solutions and resources that meet their needs

RESPONSIBILITIES:

- Greet patrons
- Show patrons the layout of the library and help or direct them to find what they require
- Help manage and support sustainability store
- Refer patrons who need further assistance to library staff

QUALIFICATIONS/SKILLS REQUIRED

- Must be 18+
- Understanding of and familiar with library layout
- Have working knowledge of resources and services the library offers
- Have a pleasant and friendly attitude and demeanor
- Ability to communicate well with others
- Patience
- Ability to work with and get along with diverse groups of people

TIME/COMMITMENT

- 2-3 hours per week; dependent upon branch needs

BENEFITS

- Acquire new skills and gain work experience
- Use as job reference/resume
- Give back to the community
- Gain service hours
- Make a difference in someone's life
- Build new relationships
- Gain behind the scenes knowledge of library resources

LOCATION OFFERED

- George W. Hawkes Downtown