

SANTA ANA PUBLIC LIBRARY

Volunteer Job Description

Display Designer

(Adult Services)

Duties

Promotes reading interests and library programs by assisting library staff with the creation and installation of visually appealing displays

Qualifications

- Creativity
- Ability to work independently
- Good organizational skills
- Computer skills (desirable)
- Enjoys reading and/or books

Responsible To

Supervising Librarian

Responsibilities

- Create and install interesting displays on a monthly basis
- Complete work in a neat and accurate manner with a minimum of distraction to others
- Fulfill agreed upon commitment, or give supervisor sufficient notice if unable to complete assignment

Training Provided

- Orientation to the library, including safety procedures

Benefits of Volunteering

- Develop artistic talents
- Free library card

Time Commitment

Minimum of three hours per month

One year minimum

Contact Person

Cheryl A. Eberly, Volunteer Coordinator

714-647-5288, ceberly@santa-ana.org

