

**SANTA ANA PUBLIC LIBRARY**  
Volunteer Job Description

# Sticker Remover

(Adult Services)

## Duties

Assists library staff in keeping the Library clean

## Qualifications

- Attention to detail
- Ability to work independently
- Ability to push, bend, stretch, and lift
- Minimum age, 16 years

## Responsible To

Kathy Hummel

## Responsibilities

- Remove stickers from books
- Clean books and shelves so that library is kept tidy
- 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
- Specific instruction on procedures used in maintaining circulating collection

## Benefits of Volunteering

- Satisfaction of providing a much needed service for the community
- Free library card

## Time Commitment

Minimum of two hours per week

Minimum of thirty hours in six months

## Contact Person

Cheryl A. Eberly, Volunteer Coordinator  
714-647-5288, [ceberly@santa-ana.org](mailto:ceberly@santa-ana.org)