

Position Description: Home Delivery Volunteer

Volunteer Opportunity: Home Delivery Service

Overview: The La Crosse Public Library is pleased to offer Home Delivery services to La Crosse city residents who are temporarily or permanently unable to come to the library due to illness, disability, or other factors. Home Delivery Volunteers will help select, deliver and return library materials for a homebound patron.

Responsibilities:

1. Select and check out materials appropriate for patron (staff assistance is available)
2. Contact patron and arrange a convenient time for delivery of materials
3. Return materials to the Library in a timely manner
4. Maintain contact with Reader's Services Librarian and refer special requests

Qualifications:

1. An interest in visiting with and an ability to relate to homebound community members
2. An interest in books and reading
3. Ability to lift and carry bags to deliver materials
4. Possess a valid driver's license, car insurance and have access to reliable transportation

Training:

1. General orientation to the La Crosse Public Library
2. Skills necessary to locate materials on the Public Access Catalog
3. Skills necessary to place holds for customers and to keep accurate records.

Time Commitment: Approximately 3 hours per month, schedule is flexible and based on the mutual availability of the volunteer and the client.

Reports to: Reader's Services Librarian