

Position: Adult Programming Volunteer



Overview: Help staff with marketing materials, preparing passive programs, book lists and book displays

Location/Department: Crozet Library

Reports to: Branch Manager

Responsibilities:

- Program Preparation
- Makes Adult bibliographies
- Creates community engaging flyers (ex new resident information sheet)
- Creates and set up book displays

Benefits:

- Book displays keep the community engaged to help circulation
- Marketing materials help keep the community informed
- Bibliographies help patrons find books they are interested in while increasing circulation

Training/Support Available: Volunteers will receive an initial training session followed by assistance as needed.

Qualifications:

- Proficient in Canva
- Working Knowledge of Novelist

Commitment: Minimum 12 month commitment

[Apply Here](#)

Contact:

Acacia Rodgers

Volunteer Coordinator

434.979.7151 x 6695 or volunteer@jmrl.org