

The Summer Reading Challenge: Volunteer Role Description

What is the role about?

Space Race is this year's national Summer Reading Challenge that runs during the summer holiday. Children of all ages are encouraged to read six books. All children taking part receive a certificate and a medal when they complete the challenge. There is an additional scheme for children 10 and over. You will be working with children and their parents or carers, encouraging them to join the challenge and talking to them about the books they have been reading.

What will it involve?

- Joining children to the Summer Reading Challenge
- Talking with children about the books they've been reading and encouraging them to share their views and ideas
- Handing out reading rewards including stickers and medals
- Helping children to have fun and enjoy the Summer Reading Challenge
- Encouraging children to read for pleasure
- Assisting with administration, eg registration membership, filing
- Assisting with other library duties when time allows
- Helping customers by referring enquiries to library staff
- Completing a post-volunteering survey

What will you get from volunteering?

- Valuable work experience and new skills, good for the CV
- Confidence in talking to children and adults
- Pleasure of encouraging children to enjoy reading
- The opportunity to make a positive contribution to the community

What skills and experience do you need?

- A good team worker, able to work with library staff and other volunteers
- Reliable, well organised and calm under pressure
- Enthusiastic about encouraging children to read
- Able to communicate with customers of all ages including parents
- Able to talk to children about the books they've been reading
- Friendly and approachable
- Committed to helping libraries and our customers

How much time would you be asked to contribute?

To be agreed, but a minimum of **24 hours** (approximately 8 sessions of 3 hours each) from **Thursday 25th July to Saturday 31st August**. You're welcome to complete more hours, and it may also be possible to volunteer for the Summer Reading Challenge at other libraries, by arrangement with the Library Officer.

What training and support will you receive?

Southend Libraries will invite you to a training session in June/July where your role will be explained in further detail and you will have the opportunity to meet library staff and other volunteers and ask questions. We'll send you a number of email updates during the summer with information about your role, details about the Summer Reading Challenge and links to training and resources. You'll have a named Supervisor and there will be ongoing support from local library staff.

How do you apply? - Volunteers must be aged 14 and over

Application forms are available to download from https://www.southend.gov.uk/info/200191/library_services/20/volunteering_with_southend_libraries_and_museums_services or ask in your local library

Closing date: **Friday 7th June 2019**

Southend Borough Council are committed to safeguarding and promoting the welfare of children and vulnerable adults, and expects all employees and volunteers to share this commitment.