

Volunteer Opportunity

LOCATION OF POSITION	LOUISVILLE PUBLIC LIBRARY
POSITION TITLE	HOMEBOUND DELIVERY AIDE
SUPERVISOR	ADULT SERVICES LIBRARIAN
Job Responsibilities:	<ul style="list-style-type: none"> ▪ Collect and transport selected Library materials to homebound patron(s) ▪ Coordinate with homebound patron(s) for delivery/pickup time ▪ Return materials to the Library ▪ Monthly report to supervisor on the number of visits and number of items delivered
Qualifications:	<ul style="list-style-type: none"> ▪ Must be over 18 and have own transportation ▪ Ability to find and collect various Library materials for delivery
Job Summary:	<ul style="list-style-type: none"> ▪ Collect materials requested by patron or select independently or with help of a librarian ▪ Set up time for delivery and pickup of materials with patron ▪ Other duties as may be necessary to complete these tasks
Material & Equipment Used:	<ul style="list-style-type: none"> ▪ Books and other Library materials ▪ Library computer to check out materials ▪ Motor vehicle
Work Environment & Physical Activities:	<ul style="list-style-type: none"> ▪ Casual, friendly atmosphere ▪ Collecting materials, pushing pulling book cart, carrying material ▪ Bending, stretching, kneeling, lifting, and carrying will be necessary
Training Provided:	<ul style="list-style-type: none"> ▪ Work one-on-one with a staff member for approximately 1-2 hours
Minimum Time Commitment:	<ul style="list-style-type: none"> ▪ 2-3 hours per week
Benefits:	<ul style="list-style-type: none"> ▪ Providing a service that can help others enrich their lives ▪ Being part of a team at one of the top libraries in Colorado ▪ Annual volunteer recognition luncheon

If you are interested, please complete a [City of Louisville Volunteer Application](#). These are available at information desks in the Library and on the Web site. You may return it to the Library in person, by mail, fax, or scan/email. Once your application is received, the supervisor will contact you to discuss the position and your qualifications and availability.