



Volunteer Opportunities with the Friends of the Library Bookstore

The Friends of the London Public Library is a volunteer organization dedicated to providing value-added enhancements of Library services and special initiatives through fund raising. Volunteering with the Friends of the Library has an impact. During the past 10 years the Friends of the Library **donated 1.1 million dollars** to the library.

Friends of the Library Bookstore Volunteers support a worthy cause.

Programs and initiatives that the Friends supports varies year to year and includes:

- Support for Child and Youth literacy programs,
- Support for A Book for Every Child program ®.
- Foundational support for the London Room collection,
- Support for Jazz for the People performances at Wolfe Performance Hall.
- \$75,000 to support the library's initiative to eliminate fines,
- Support for removal of social/economic barriers to accessing Library services,
- Support for the introduction of music streaming and on-line learning services,
- Support for Book Club in a Bag, Dual Language Children's materials, the Reading Garden, CD ROM workstations, the Visiting Library Service Van, and the hosting of receptions for authors' readings, READ programs, and other events.

The Friends operates a bookstore located on the first floor of the Central Library. The bookstore is open Monday through Saturday. Volunteers work one or two, 2,5-hour shifts each week. Training is provided. Shifts are organized to allow time to meet personal needs. Volunteers receive a discount on store materials. A position description and application form are attached.

In addition to working in the Friends Bookstore, there are opportunities to become involved as an Executive Board Member for the Friends of the Library. Specific assignments which become available from time-to-time include, Bookkeeper, Membership Coordinator, Warehouse Manager, Bookstore Manager, Vice President and President. In other words, the Friends of the Library provides opportunities to really get involved, as much as you want, supporting a worthy cause.

Thank you for considering volunteering with the Friends of the Library Bookstore.

Friends of The London Library Book Store

Position Description

Book Store Volunteer

Book Store Volunteers use retail related skills in the Friends Bookstore to help raise money for the Friends of the London Library and to support Library programs, services and special initiatives.

This is an excellent opportunity for people who:

- Want to support their Public Library by raising funds to support Library Programs.
- Are looking to use or develop retail skills or experience.
- Are retired and interested in being active and meeting new people,
- Are students needing an opportunity to fulfill volunteer requirements,
- Like helping people and are looking for a social outlet.
- Have a love of books and reading.

As a Book Store Volunteer, you will:

- Work one or more regular 2.5-hours shifts weekly,
- Be part of a volunteer team, co-operating with your shift partner(s),
- Receive training related to the Friends Book Store procedures and policy,
- Take payment for customer purchases,
- Keep up to date with new information related to Store policy and procedures.
- Maintain a high level of customer service assisting customers in finding material they are interested in.
- Help set up displays and special sales events.
- Take on special tasks such as pricing material, coordinating on-line sales, coordinating social media messaging about the bookstore, and being responsible for specific sections of books and other items.