**Volunteer Position Title:** “Family Place” Monitor

**Organization:** Sacramento Public Library

**Interest Area:** Children, Families, Library

**Volunteers Needed**: 1-2 Monitors per participating Branch Library

**Position Overview and Impact:**

“Family Place” is a busy time at the library. The volunteer “Family Place” Monitor will be responsible for making families feel at home, cleaning the toys, suggesting picture books, and encouraging book check-outs. The position will be needed after story times and will last for an hour after the completion of the programs.

**“Family Place” Monitor Responsibilities:**

* Interacting with parents and children
* Cleaning baby toys and keeping the area organized during and after the session
* Merchandising (suggesting) picture books to participants
* Encouraging book check-out
* Assisting with self-check machines and computer reservation sign-ups

**Skills/Requirements:**

* Excellent customer service skills
* Ability to bend down, sit on the floor (with children), clean toys and straighten area
* Enjoy being around family and children and share in the joy of reading
* Ability to show patrons how to use the self-check machines
* Ability to show patrons how to make a computer reservation
* Fingerprinting is required

**Training and Support:**

The Library staff will train and support the “Family Place” volunteer by giving direction and guidance in participant interaction and in making Picture Book recommendations. Training on the self-check machines and computer reservation features will be provided.

**Benefits of Volunteering:**

* Opportunity to help parents and children get to better know the library
* Opportunity to learn more about the children’s collection and recommend selections to patrons
* Opportunity to make a difference in your community by making the “Family Place” a safe environment where families can spend more time interacting with their children

**Time Commitment:** 1-2 hours per week with a minimum commitment of 3 months

**Responsible to:**  Sacramento Public Library Branch Youth Librarian

**Contact Person:** Sacramento Public Library Branch Volunteer Coordinator