Volunteer Position Description

Position Title: Hooksett Library Publicity Archive Volunteer

Purpose: Assist Customer Service Departments with library publicity archives.

Responsibilities: Clips and adheres Hooksett Library articles from local newspapers in library scrapbooks.

Reports to: Customer Service Specialist

Length of Appointment: This volunteer position is ongoing. Agreement shall be reviewed and signed annually in May of each year.

Time Commitment: The Library Publicity Archive Volunteer positions requires 1 - 3 hours per week.

Qualifications: Eligible candidates include adults over the age of 18 who meet the organization’s minimum criteria for a criminal background check.

Training Provided: Orientation session for library.