

Oceanside Public Library
Volunteer Job Description

Friends Book Sales Assistant

Purpose: To work with other volunteers to stage quarterly Big Book Sales, and to assist with book sales at the weekly Farmer's Markets.

Qualifications: Enjoy working with the public and a team of friendly volunteers. Ability to handle money, and to handle books and other materials, either one at a time, or in full boxes.

Responsibilities: Greeting shoppers, serving as cashier, and restocking book supplies as needed. May help to set-up the sale the day before, and/or to take-down the sale when it is over. Representing the Library and the Friends in a positive light to the community and encouraging Friends membership sales.

Training Provided: The locations of items by subject, and the prices of the items will be shared.

Time Commitment: Two hours per month. Book Sales are held once every three months, and books are sold at the Farmer's Market every Thursday.

Length of Commitment: Minimum six month commitment requested.

Responsible to: Blake Kern, Friends Board Member
Gail Wells, Friends Book Sales and Book Sorting Coordinator

Contact: Cheri Noel, Volunteer Coordinator, 760-435-5564