

Oceanside Public Library
Volunteer Job Description

Special Needs Program Volunteer

Purpose: To assist Library staff with leading game, craft, educational, and volunteer activities for Monday Club, a weekly program designed for adults with developmental disabilities.

Qualifications: Friendly, patient, and dependable. Ability to accurately follow oral and written instructions and to communicate effectively with a diverse population. Experience with special needs population preferred, but not required.

Responsibilities:

Gathering materials and setting up for weekly activities. Leading groups in games, crafts, and activities, as well as moderating discussions and providing assistance when needed. Cleaning up space and returning materials at end of program.

Training Provided: Program orientation and weekly instructions on how to perform needed tasks will be given.

Time Commitment: 2.5 hours per week (Mondays 12:30-3:00 P.M., except for holidays)

Length of Commitment: Minimum six month commitment requested.

Responsible to: Jennelise Hafen, Senior Librarian, (760) 435-5625
Hilary McCreery, Librarian, (760) 435-5577

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