

## VOLUNTEER ROLE POSTING

# Library Assistant

### Location:

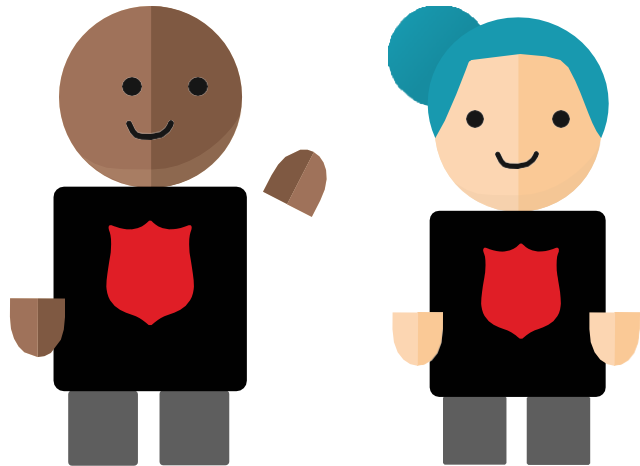
12520 140 Avenue NW, Edmonton

### Time Commitment:

2 hours monthly

### Volunteering Conditions:

Working in facilities that serve both supported living  
& transitional housing programs



### Role Purpose Summary:

Do you have a love for books?

Do you like to keep things organized and tidy?  
Then our Library Assistant role would be great for you. If you have about 2 hours a month to help keep our 4 in-house mini libraries updated and organized for our participants use then we want to hear from you.

This role requires someone who is respectful of all abilities, cultures, lifestyles and backgrounds, and can maintain confidentiality.

### Key Accountabilities:

- Patient and positive disposition and a willingness to interact with participants living in supported housing and transitional housing programs.
- Keeping our mini libraries tidy and organized, rotating bi-monthly, and removing any books that have become tattered or unreadable.
- Familiarity with vulnerable populations an asset (mental health, addictions, homelessness, and seniors).
- Vulnerable Sector check will be required

#### Time Commitment:

1-2 hours bi-weekly or about 2 hours monthly  
Shift days and times are flexible but should be consistent & reliable