

## Medway Libraries Volunteer Role Profile

Role description	Reading activist
Location	
Background	<p>Medway libraries have signed up to a new initiative ran by 'The Reading Agency' as part of its joint work plan with other partners and through MyvoiceUK.</p> <p><b>Background</b></p> <p>MyVoiceUK' is a new programme shaped and led by young people, working with libraries to create opportunities for young people and to get them involved in all aspects of planning and running library spaces and activities.</p> <p>Medway Libraries would like to invite young people aged 11-25 to be part of this exciting volunteering offer.</p> <p><b>Purpose</b></p> <p>To build stronger young peoples' representation of reading and to develop our library services to young people through a virtual community (online). The programme would consist of different library events/activities (reading group etc.), planned, promoted, run and co-produced by young people for other young people of the same age 11-25s.</p> <p><b>Young people benefit by:</b></p> <ul style="list-style-type: none"> <li>• Learning new skills</li> <li>• See their reading group's profiles through blogs and feeling part of a nationwide social reading movement.</li> <li>• Being able to access unique offers from different partners.</li> <li>• Read about the latest hot books/author tours etc.</li> <li>• Shape Library services for young people.</li> </ul>
Duties	<ul style="list-style-type: none"> <li>• Involved in the planning and running of young people's activities, through attending regular planning meetings.</li> <li>• Running a teen reading group with other activists.</li> <li>• Helping at Library events/activities</li> <li>• Creating art displays for the libraries.</li> </ul>
Desirable skills	<ul style="list-style-type: none"> <li>• Good level of computer literacy</li> <li>• Confident with reading</li> <li>• Be supportive of the Library Service generally and help make its events and activities accessible and welcoming</li> <li>• Be reliable and dependable</li> <li>• Enjoy engaging with people, especially children</li> </ul>

	<ul style="list-style-type: none"> <li>• Be confident and patient with children and young people</li> <li>• Be happy to work as part of a team with staff and partners</li> <li>• Be able to use own initiative</li> <li>• Have an awareness of health and hygiene</li> <li>• Have a commitment to equal opportunities and diversity</li> </ul>
Timetable	To be agreed with Senior Library Assistant in charge
Reporting/supervision	Senior Library Assistant
Library link person	Tba
Training & induction	The supervisor or a designated member of staff will carry out an induction to the library / hub including health & safety, fire procedures, attendance, punctuality, absences and staff facilities.
Induction pack	The volunteer will receive an induction pack which includes the welcome letter, volunteer policy, code of conduct, expenses payable, expenses set up form and expenses claim form.
Statistics	The library staff will record the number of hours volunteered each month - <a href="#">Volunteer hours</a>
Review date	December 2016