

Shelf-Reader

Overview

Shelf reading is an important public service that helps ensure patrons can easily find what they seek in the library's collection.

Shelf-readers check shelves to determine that the contents are in the right collection and in the right order. Rotating assignments ensure that all collections receive attention on an ongoing basis.

This role is suitable for someone who is comfortable working on their own, and appreciates a reasonable flexibility in scheduling.

Commitment

Minimum one year is preferred: 1.5 – 2 hours per week on average

Skills/physical requirements

Attention to detail; organizational skills; alphanumeric knowledge; reading skills; comfortable using a stepstool, kneeling and standing; good vision.

Training

Staff provides an overview of the Dewey decimal system, edging, and alphabetic guidelines.

Benefit

Volunteers frequently find reads for themselves that they might not have noticed or considered before.