

## Special Events Volunteer

Special Events Volunteers are called on to help with special projects or events throughout the year.

- DESCRIPTION:** Assists in organizing, planning, and carrying out special events or projects for the library
- QUALIFICATIONS:**
- Ability to follow directions of library staff
  - Ability to provide attention to detail
  - Ability to communicate well with staff and other volunteers
  - Ability to multi-task, be resourceful, and work independently as well as with a team
  - Ability to meet deadlines
  - Possesses initiative and creativity
- TRAINING:** Training will be organized according to the event or project need.
- TIME COMMITMENT:** Minimum of one year commitment is asked. Actual time volunteering depends upon project or events being coordinated.
- CONTACT:** Contact the library's Volunteer Supervisor at any branch library or the Volunteer Coordinator at 651-724-6171