Library and information Service

Volunteer Role – Home Library Service

Purpose of the role:

Home Library Service provides library material to people who are unable to make a personal visit to the local library and have no-one to do it for them.

Typical tasks and duties:

At least once a month, volunteers select and deliver material to suit the reading preferences of the customer and then also return items to the library.

Skills and knowledge:

Good communication and interpersonal skills are essential and a personal interest in reading is recommended. The role includes some lifting and carrying of library material. Volunteers using their car will need to have a valid driving licence and appropriate insurance. Any reasonable travel expenses are reimbursed but must be agreed in advance with library staff. All applicants must be aged 18 or over.

Experience and training:

All volunteers have an induction session which includes basic manual handling techniques. The role requires a DBS check which can be completed online. Two references are also required. Once appointed, we’ll require a head and shoulders photograph so that an identification card can be issued and worn by the volunteer in the library and when visiting customers. The card remains the property of Hampshire County Council and must be returned on request.

When:

Commitment: At least one visit per month to at least 2 or up to 5 customers
Days and hours: Date and time of visits to be agreed between volunteer and customers. If unable to complete a scheduled visit, please contact the library so that we can advise the customer.
Duration: Ongoing