

BOOK READER JOB DESCRIPTION

POSITION: Valencia County Literacy Council BOOK Reader

CONTACT PERSON: Irene Gogal, BOOK Coordinator, 999-9877

I. OBJECTIVE: To read to children and their parents in the Waiting Room of Community Healthcare Centers, fostering interest in books and reading, in general, in parents and their children.

II. SPECIFIC DUTIES:

- Read a minimum of 1 hour per week at First Choice or Department of Health clinics in Valencia County.
- Maintain a log of hours donated to reading and children to whom you've read.
- Communicate closely with the Volunteer Coordinator about schedule.
- Keep all participant information confidential.

III. SKILLS NEEDED:

- Ability to read, write, and speak English. Ability to read aloud to others.
- Desire to help others attain literacy.
- Awareness of confidentiality needs of children.
- Dependability.
- Patience and flexibility to respond to the changing needs of BOOK.

IV. TIME REQUIREMENT: Flexible, but need to adhere to the Reader's reading schedule as discussed with the Volunteer Coordinator.

V. BENEFITS:

- Volunteer recognition
- Opportunities to receive free training
- Possible job references
- Satisfaction that you are enabling children and adults to value reading