

B.O.O.K. VOLUNTEER DIRECTIONS

1. When you arrive at the clinic to read, wear your nametag and obtain the reader book bag from the designated location. If the TV is on too loudly in either clinic, ask that the volume be turned down.
2. Encourage children to come to you. If they will not, offer them a book from the supply in the waiting room. (Often a shy child will come when he/she sees others being read to.)
3. Read and interact with the children. If the child is school age, offer to listen to him or her read. If he or she is uncomfortable reading, read to him/her.
4. If the book supply in the waiting room seems low, please let your coordinator know so she can add some more. It is a good idea to have a book of your own to read if there is time without children present.
5. Sometimes a very small child is sitting on a parent's lap. Offer the parent a book or two to look at with the child.
6. When you are finished reading for the day, please make sure all B.O.O.K. reader books in the book bag and the bag has been returned to where you got it. **Make sure you fill in how many children you read to along with your name, the time you were at the clinic, and the date.** You will find a sign-in sheet in the book bag. We need this information for monthly reports for the Valencia County Literacy Council.

I hope you have found this to be a pleasant experience. Your help as a volunteer is greatly appreciated!

Those of you who are senior citizen age will have some benefits available through the RSVP program. Contact that office (864-8630) to register as a volunteer.