



Job Title: Retirement Home Assistant

Purpose of the position: provide reading materials to senior citizen facility residents

Location: Teen & Adult Services and local retirement homes

Key Responsibilities:

- Choose 20 to 35 books each month for residents of a local senior citizen facility
- Deliver those items to local retirement facilities
- Assist the residents by making note of any 'special requests' and attempt to fill these.

Reports to: Teen & Adult Services reference librarian

Length of Appointment: 1 year (renewable)

Time Commitment: 3.5 hours per month, plus the last Monday of the month from 1 to 2:30 p.m. at Crawford Manor or the last Tuesday of the month from 11 to 12:30 at Zionsville Meadows.

Qualifications Required:

- Enjoys reading and is familiar with a variety of authors and genres
- Enjoys working with the elderly
- Ability to lift an armload of books
- Drivers license and reliable transportation

Support Provided: Training by Teen & Adult Services staff

Age Requirement: 18 years old or older

Benefits: Work with friendly and supportive staff; meet new people; contribute to the community; check out new books, movies, & magazines

Other: Volunteer will need to use his/her own vehicle to make deliveries.