



OVERVIEW and IMPACT

Do you wish to volunteer at the library but are unable to make a weekly commitment? Then this is the perfect opportunity for you! Join our On-Call Volunteer Crew and be eligible to lend a helping hand at our special events and programs. From Happy Birthday, Dr. Seuss and Slime Making events for children to guest author lectures and cultural presentations for adults, our special events are wildly popular across all age groups. Through donating your time and talents you can help to ensure all our guests have an excellent and educational experience by helping with a wide range of tasks including welcoming guests, helping children with arts, crafts, and science projects, playing literacy games, cookie decorating, handing out prizes, and more. Crew Members are contacted on an as-needed basis (usually monthly-bimonthly) and are welcome to sign up as frequently as they wish.

RESPONSIBILITIES and EXPECTATIONS

- Bring enthusiasm and eagerness to each Milwaukee Public Library event.
- Help MPL staff with event prep and setup.
- Welcome guests and direct individuals to the different event areas.
- Help manage activity stations including arts and crafts projects, cookie decorating, science experiments, face painting, and more.
- Help engage children of all ages in literacy and reading games.
- Help manage book signing and meet the author lines.
- Help all individuals in a friendly, patient, and respectful manner.
- Be flexible in all volunteer assignments and be able to adapt to the changing needs and circumstances at each event.
- Notify the Library Volunteer Coordinator at least 24 hours in advance if you are unable to make it to an event at which you have agreed to volunteer.
- Adhere to policies and procedures outlined in the Milwaukee Public Library Volunteer Handbook.

QUALIFICATIONS

- Minimum 14 years of age.
- Passion for the Milwaukee Public Library and your community.
- Respectful of individuals from diverse backgrounds, cultures, and abilities.
- Good communication skills.
- Ability to follow instructions and a well-defined work flow.

COMMITMENT

- *Commitment:* Minimum of 4 events per year.
- *Flexible Schedule:* pick and choose events based on your own personal availability.

TRAINING and SUPPORT

- Milwaukee Public Library Volunteer Handbook.
- In-person orientation and training included at each Library event.
- Staff support available at each Library event.

QUESTIONS?

To learn more, please contact the Volunteer Coordinator at MPLVolunteer@milwaukee.gov