

Membership Supporter Volunteer Role Description

Are you interested in playing a key role in Suffolk Libraries' vision to enrich everyone's quality of life?

Suffolk Libraries is looking to redefine how the public see libraries. We want to develop an experience which expands our traditional audience, but which also engages new audiences.

Every library has its own community group, often referred to as a 'friends group', which is a member of Suffolk Libraries. These groups consist of volunteers who give up their time on a voluntary basis to support their local library. We are looking to provide greater support to those groups through these volunteer Membership Supporter roles.

Expectations of the role:

- On an ad-hoc basis, attend the meetings of community groups who require help and support from Suffolk Libraries to provide guidance and advice.
- To be part of a steering group that will help evaluate our approach to volunteering and recommend improvements where necessary. The group will meet 4-6 times a year.

Through the above activities, the Membership Supporters will:

- Inspire and motivate community group volunteers
- Facilitate the sharing of ideas and good practice and explore opportunities for community groups to work together
- Support groups in overcoming challenges
- Contribute towards the content of the volunteer newsletter and provide examples

We are looking for someone who:

- Understands the role of library community groups and is enthusiastic about helping them to have a strong and effective relationship with Suffolk Libraries
- Friendly, positive and a good team player who is able to work with library staff and other volunteers
- Has excellent communication skills and is confident at talking to small groups of people
- Is discreet and trustworthy.
- Explores ways in which community groups can work in partnership together

Commitment:

Other than the 4-6 working group meetings per year, these are ad hoc roles and therefore we would welcome interest from volunteers who are willing to commit anything upwards of 2 hours per month.

If you are interested, please contact your local library manager for further details or complete the online application form [on our website](#).