



## **Elective Home Educated volunteer lead role profile**

### **Background**

Suffolk Libraries is an independent charity which is contracted by Suffolk County Council to deliver the library service throughout Suffolk. Since becoming independent in 2012, events and activities have become an area of significant access for Suffolk Libraries.

Volunteers play a key role in organising, planning and delivering many of these events and activities.

### **Commitment**

A high level of commitment is required for this role, not only providing a regular commitment of approximately 7 hours per

### **Key Elements of the Role**

Working under the direction of the Library Manager and other staff, the role of Elective Home Educated volunteer can include:

- Delivering ideas for activities
- Working in partnership with other volunteer leader, library staff and other building users.
- Helping to deliver the event or activity when it takes place, including setting up and clearing away.
- Being mindful of the need to fundraise and generate income
- Undertaking any appropriate online training
- Agreeing to our volunteer terms and conditions together with our Health and Safety guidelines.

We are looking for volunteers who are:

- Enthusiastic about their local library and the role that it has in the local community
- Keen to expand what the library offers in order to encourage more people to use it
- Reliable
- A good team worker who is able to work on their own initiative and effectively with library staff and other volunteers.
- Able to communicate to a high level with adults and children

## **Suffolk's Libraries Industrial & Provident Society Limited**

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