



Volunteer Position Description

POSITION TITLE: Student “Short Talk” Presenter Volunteer

DIVISION: Library Services Department, Outreach Services Division

SUPERVISOR: Mobile Library Services (MLS) Manager, Adult & Homebound Outreach

LENGTH OF COMMITMENT: 30 hours (can be completed during the summer)

TIME INVOLVEMENT: During the academic school-year or during summer months. The library will work collaboratively with the student’s school to gain the school’s support for this community service.

LOCATION OF WORK: Based at James City County Library with travel to presentation sites

POSITION SUMMARY: High School students will create and present a 20-30 minute “Short Talk” program on a topic that might interest senior audiences (past presentations included *The Fife and Drum Corp of Colonial Williamsburg* and *Tutus and Toe Shoes- An Insider’s Guide to Ballet*).

WRL provides monthly “Short Talk” programs to residents of area nursing homes, convalescent centers, and respite centers including: Blayton Building (Scotland Street), Colonial Manor at Williamsburg (Pocahontas Trail), Consulate Health Care (Jamestown Road), Dominion Village at Williamsburg (Longhill Rd.), Envoy of Williamsburg Health Care (S. Mount Vernon Avenue), Morningside of Williamsburg (McLaws Circle), Parker View Apartments (Parker View Court), Patriots Colony, Respite Care at Williamsburg United Methodist Church (Jamestown Rd), Woodhaven Manor (Williamsburg Landing Drive), and WindsorMeade (Windsor Hall Drive).

“Short Talk” audience demographics: Primarily seniors age 70 and older; Varied disabilities (e.g. vision, hearing and memory loss, wheelchairs, some assisted with walkers); Audience size is 10 to 25 adults.

MAJOR RESPONSIBILITIES: Students develop and deliver a “Short Talk” program based on their interests and topics that might appeal to a senior audience. Student volunteers work with the MLS Manager to develop and present their topic as a “Short Talk.” Students deliver their presentation at all adult care center sites WRL serves during the month and on the library’s presentation schedule. Students are required to observe a “Short Talk” program prior to preparing their own.

Library staff will be onsite for all student presentations and will assist with set-up. The library provides portable presentation equipment (e.g. laptop, iPad, projector, boom box, speakers). The use of technology to support programs is not compulsory. The library cannot provide transportation or mileage reimbursement for the student to program sites.

QUALIFICATIONS: High School Honors student candidates preferred. Attention to detail, strong communication and organizational skills are critical. Ability to work independently. Volunteers may not have conflicts of interest.

SPECIAL REQUIREMENTS: Minimum age 16 (unless approved by Outreach Services Director).