



Volunteer Position Description

POSITION TITLE:	Teen Makerspace Volunteer
DIVISION:	Adult Services
SUPERVISOR:	Adult Services Director
LENGTH OF COMMITMENT:	Preference for 6 months minimum.
TIME INVOLVEMENT:	One session per week (evening or weekend). Session is 2 hours long.
POSITION SUMMARY:	Introduces and assists visitors to the Makerspace.
MAJOR RESPONSIBILITIES:	Volunteer is resident expert in the use of one or more pieces of the Makerspace equipment. Introduce the Makerspace to walk-ins, provide release document, explain the orientation and training process, assist users with the equipment or maker programs, report equipment issues to the library staff, and suggest changes and additions to the Makerspace. When not helping library users, Makerspace volunteers can work on their own projects.
PHYSICAL REQUIREMENTS:	Administers work with regular walking, bending, light to medium lifting, and other limited physical activities. Regular contact is made with other volunteers, employees, and library users.
QUALIFICATIONS:	Ability to work well with other volunteers, library employees, and library users. Reliable attendance in the workplace for two or more sessions per month. Demonstrate a professional, positive, cooperative, team-oriented working relationships. Demonstrated knowledge of sewing machine, cricut, 3D printer, and Glowforge. Volunteers may not have conflicts of interest.
SPECIAL REQUIREMENTS:	Successfully complete Makerspace certification within 60 days. Volunteers must be between 13 and 18 years old. Parent/Guardian signature required on volunteer application for volunteers under the age of 18.