**The Summer Reading Challenge: Volunteer Role Description**

**What is the role about?**

**Ready, Set, Read!** is this year’s national Summer Reading Challenge that runs during the summer holiday. Children of all ages are encouraged to read six books. All children taking part receive a certificate and a medal when they complete the challenge. You will be working with children and their parents or carers, talking to them about the books they have been reading.

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|  **What will it involve?** * Talking with children about the books they’ve been reading and encouraging them to share their views and ideas
* Handing out medals and certificates
* Helping children to have fun and enjoy the Summer Reading Challenge
* Encouraging children to read for pleasure
* Assisting with administration, e.g. registration membership, filing
* Helping customers by referring enquiries to library staff
* Completing a post-volunteering survey

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| **What will you get from volunteering?*** Valuable work experience and new skills, good for the CV
* Confidence in talking to children and adults
* Pleasure of encouraging children to enjoy reading
* The opportunity to make a positive contribution to the community
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| **What skills and experience do you need?*** A good team worker, able to work with library staff and other volunteers
* Reliable, well organised and calm under pressure
* Enthusiastic about encouraging children to read
* Able to communicate with customers of all ages including parents
* Able to talk to children about the books they’ve been reading
* Friendly and approachable
* Committed to helping libraries and our customers

**How much time would you be asked to contribute?**To be agreed, but approximately **48 hours** (12 days from 9.30am – 2.30pm including a one-hour lunch break) from **Saturday 22nd July to Saturday 2nd September.** You may be able to complete more hours if extra sessions are available. **What training and support will you receive?**Southend Libraries will invite you to a training session in July where your role will be explained in further detail, and you will have the opportunity to meet library staff and other volunteers and ask questions. We’ll send you a number of email updates during the summer with information about your role and details about the Summer Reading Challenge. You’ll have a named Supervisor and there will be ongoing support from library staff.**How do you apply? - Volunteers must be aged 14 and over by 2nd September 2023**Application forms are available on request from the Community Development Team librarydevelopment@southend.gov.uk or from your local Southend Library. Closing date: **Saturday 1st July 2023**Southend on Sea City Council are committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all employees and volunteers to share this commitment. |

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