

Volunteer Role Description

Library Support



EAST ADELAIDE
SCHOOL

Key skill

- Love reading!
- Passion for books

Aims of the role

To make sure:

- books are available for students to borrow from the library
- students are able to order books from the book club
- the library staff feel supported.

Main duties

- assist the library SSO
- book covering
- re-shelving books
- organising, sorting and distributing book club orders.

What we expect from you

- uphold our school values of Respect, Responsibility, Relationships and resilience
- treat everyone fairly and with respect
- be reliable
- Ask library staff if you're not sure about anything.

Reporting and contact details

Volunteer reports to: Sharolyn Talbot
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Review: 2027

