

Volunteer Services Task Description

Audio Visual Inspection

Assist staff and enhance the library's service to the public by inspecting CD, DVD and multi-format set for correct number of pieces.

Responsibilities

- Inspect each set for correct number of pieces.
- Clean discs as needed.
- Match copy number and title.
- Examine for obvious or unusual damage.
- When necessary, fill our "Damaged Item or Missing Parts" form and attach to item.

Required Skills

- Good attention to details and organizational skills.
- A friendly and approachable manner.

Training is provided and consists of one session.

Time Commitment

- 2 hours per week for a minimum of 6-12 months.

Reward

Satisfaction in helping Library staff support customers.

Opportunity to become familiar with the library's collection.

How to Apply

Complete an [Online Application](#)

Questions? Read our [FAQ](#) or Contact Volunteer Services at judye@deschuteslibrary.org or 541-312-1039