



Volunteer Opportunities

Volunteering at the library is an investment in your community. Many tasks take less than 2 hours a week and provide invaluable services. Our needs are varied, so don't hesitate to ask if you have a special area of interest. For more information, e-mail or call [Kurtis Kelly](#) at 970/586-8116.

For some volunteer positions, background checks may be required.

[Volunteer Program Application](#)

Estes Reads! Adult and Family Literacy Program

- One in five Americans can't read well enough to meet daily needs. Literacy volunteers provide individual instruction in basic reading and writing skills. Volunteers are matched one-on-one to adult learners to help them develop their reading and writing skills.

For the Love of Books

- **Simple Mending**
Repairing library materials saves time and tax dollars! Help staff keep the collection clean and attractive by replacing book jackets, taping torn pages and polishing A/V discs.
- **Book Club Coordinator**
Our community has dozens of independent reading clubs. Help the library match these readers to new favorite books and more.

Homebound Friends & Neighbors

Brighten the days for those who are homebound or residents of a retirement or healthcare facility by delivering to them books and other enjoyable library materials. The Homebound Delivery Program needs:

- Volunteers to deliver books to elderly or infirmed patrons in their homes- volunteer will need a car for deliveries - All mileage is tax-deductable.
- Volunteers for deliveries and pickups at various nursing homes one Wednesday a month.

Adult Outreach & Services

- **Art Shows**
Coordinate the showings of local artists for all to see at the library. Each month the "Art Upstairs" showcases local talent on the 2nd floor, as well as displays of community and private collections in the front lobby display case.

- **Conversations in English**
Match up neighbors to hone their Spanish or English conversational skills in informal, fun settings. Conversations are scheduled in the library and various locations around town.
- **Spanish/English Translators**
Are you fluent in both English AND Spanish? Bilingual volunteers are needed for occasional translation and interpretation.
- **Spanish Speakers for Community Outreach**
“Voluntarios hablan Español” assist with community outreach to New Americans once a week. Training is provided.
- **Community Information Organizer**
Help keep the community informed by posting information on bulletin boards around Town.

Family & Children’s Services

- **Homework Helpers**
During the school year, volunteer tutors assist children and teens with their homework. The library provides space, tutoring software, snacks and training.
- **Summer Reading Program Assistants**
Celebrate young readers for reaching their reading goals! Distribute prizes and lend a hand with program events.
- **Program Photographer**
Photos capture the joys of literacy celebrations and create a record of children's events. The photographer can use his or her own camera or a digital camera can be provided. The schedule is flexible, including afternoons, evenings and weekends.
- **Sew Special**
Youth programs and prizes involve the periodic assistance of volunteers with the skills and equipment for special sewing projects.
- **Quicker Picker Upper**
In the Youth Room, little hands can make Easy Picture books quite messy. Help us keep the room and the collection clean and attractive by periodically straightening up the room after storytimes and wiping these materials clean.

Customer Service

- **Telephone Operator**
Customer service is our #1 priority. Help provide excellent service by promptly answering the phone, providing basic information in a friendly manner, performing shelf checks for specific titles, and relaying messages to staff.
- **Shelving Materials**
Hardworking behind-the-scenes volunteers help in many ways, and few tasks are more important than accurately placing and locating materials in the library. Attention to detail a must.

- **Assistance with Interlibrary Loans**

For those who thrive in a computerized environment. Duties include assisting staff with on-line searches for special Interlibrary Loan requests. An eye for detail is required.

- **Paperbacks-To-Go**

Whether a visiting tourist or a traveling resident, readers love the Paperbacks-To-Go program: the books are light, the service is free, and there's no need to ever return them. Deliver the paperbacks to various outlets around town, or coordinate the program at the library. All mileage is tax-deductable.

Going Green

- **Handyman Helpers**

Minor repairs by volunteers reduce library maintenance costs and allow you to put your fancy tools to good use! Tasks include changing light bulbs; minor repairs; touch-up painting; and moving furniture.

- **Green Thumb**

Maintain indoor potted plants and trees for ambiance and oxygen. 1 hour a week.

- **Recycling**

The library strives to be the best in "Green Government." Recyclers transport materials from the library to proper recycling facilities. Volunteers will need a vehicle - All mileage is tax-deductable.

Local History Archive

- **Oral History Transcription**

One-of-a-kind oral histories require transcription for proper preservation. Excellent typing, spelling and grammar skills required as well as attention to detail. Volunteers can work from home.

- **Recording Local Voices**

Capture the experiences of local elders, movers and shakers for posterity. Must be comfortable with video camera and computer equipment, and with using computer programs. Training provided.

- **Newspaper Clippings & Ephemera**

Keep local news clippings up-to-date for the Historic Vertical File Collection and its researchers. Must be able to commit to approximately 3 hours every two weeks.

Computer Commons

- **Computer Reservations Assistant**

Assist patrons at public computer terminals. Training is provided but good computer and internet skills are needed. Shifts are 2-4 hours long and help is especially needed during library hours on weekends and on weekday afternoons.

Public Relations

- **Web Assistance**

Let's get the word out about all that the library offers our community. The web volunteer inserts information about library programs into local online media calendars. For this position you can work from home during hours that suit you. Training is provided.

Friends of the Estes Library

- **Volunteer Coordinator**

Be a true Friend to the Library and match local talent to library needs. Coordinate the Library's volunteer program.

- **Sort Gently Used Books**

Each Tuesday from about 10a -noon, a team of volunteers sort donated books for the Friends' popular (and profitable) Book Sales. Some lifting is involved.

- **Find-A-Book-A-Home**

Post books weeded from the library collection on e-Bay. The volunteer will set up an account and accurately price books for sale; will also package and mail books to the buyer. 4 hours per month with an initial 2-hour training. This volunteer position could be done from home.

- **Annual Book Sales**

Twice-a-year sales require some perspiration to be successful - moving materials to and from Book Sale locations. If you enjoy physical work and can volunteer only occasionally, this is the job for you.

The Generalist

- **Special Projects**

If your preferred area for volunteering is "Wherever the need is greatest," this is the job for you. Computer skills are not a must. General project tasks include filing documents for administration, shifting materials in various collections and shredding papers to ensure reader confidentiality.

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