Friends of the Webster Public Library
980 Ridge Road | Webster, NY 14580 | Tel. 585-872-7075 | websterlibrary.org

Volunteer Expectations for the Friends of the Webster Public Library

The FWPL welcomes new members and volunteers. You do not need to be a Friends member to volunteer. We encourage new volunteers to join one of the many FWPL committees working to support the library. In addition, the semi-annual book sale offers a variety of opportunities to volunteer. Friends sometimes assist at library and community events. A small number of Friends sort donations and manage the Lobby Book Store.

Book Sale Volunteers
There are many tasks for adults and teens at our book sales. Volunteers usually work in 4-hour shifts. Listed below are a few examples:

- Book Sale Chairperson: oversees the Book Sale Committee throughout the year
- Book Sale Committee: plans and oversees all areas related to the book sale
- Volunteer Coordinator: schedules volunteers for all shifts.
- Pre-Sale Set Up: Volunteers assist in the sale set up
- Coordinator: oversees the book sale during a designated day or shift
- Cashier: takes cash and processes credit card payments
- Floor Volunteer: organize and straighten books and assisting customers
- Membership Volunteer: handles new and renewing memberships at sale
- Book Counter: assist cashiers by counting books for large purchases
- Post-Sale Take Down: help clean up and handling left over

Little Free Library
Pick up books from the Friends' Sorting Room and deliver to the Little Free Libraries that the FWPL supports.

Assisting at Library Events: Take attendance at library programs, assist as needed during a program or as the librarians request. Volunteers work with an experienced Friends volunteer to promote the Friends of the Webster Public Library by briefly highlighting a few facts about the Friends before the event. A prepared brief statement is available along with information about the Friends.

Sort Donated Materials

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Sorters organize donated materials into designated categories, box books for book sales, and restock the Lobby Sale. Training is provided. May require lifting packed boxes

Serving on Friends Committees: The Friends have several committees that volunteers may assist on. Some examples are: membership, publicity, volunteer, and book sale

Serving on the FWPL Board of Directors
The FWPL Board of Directors plans all activities of the Friends, sets policies, and oversees the various committees. Directors serve for two-year terms (maximum of two terms).

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