

**These Volunteer Jobs demonstrate the many ways the FOTCL supports the Children's department both "behind the scenes" and in front. Maybe you have a new way we can make a difference, We'd love to hear from you! Many of the most important volunteer jobs are done from home, perfect for the busy person who is not available to attend meetings.**

**Authors Festival Committee:** The Authors Festival Committee works with local authors & schools to plan a day of Author Visits, followed by an afternoon reception at the library, in conjunction with an annual Writing & Illustrating Contest for kids (Minimum Four Members: Author Coordinator; School Coordinator; Festival Coordinator; Contest Coordinator)

**Community Outreach Role:** Grab a friends and join our Community Outreach! Looking for a few FOTCL members who can attend StoryTimes and other special events to engage with the attendees and share info re: FOTCL (4 Members could take turns, once a month to attend a storytime. More people to help would be awesome)

**Crafty Crew Committee:** Work with other FOTCL members and library staff throughout the year as needed with craft projects - such as prepping for the Tree Trimming, planning for Fancy Nancy, etc. (Minimum four people makes for lighter work. The more, the lighter!)

**Finance Focused:** Work on repeat Fundraising opportunities "Oh! The Places You'll Eat" "Books for Kids" and develop new fundraising opportunities, and participate in preparing an annual budget (2 people to collaborate with the executive board on budget planning and fundraising ideas, smaller projects)

**Historian:** Keep a record of events - with pictures, programs, any relevants notes and budget points important for future planning.

**Holiday Luncheon:** Grab a couple of friends and help coordinate our annual December luncheon (Always more fun to plan with a friend! One person is a good minimum, but two is better!)

**Member Communications Role** Help the FOTCL members stay connected to each other and to the events happening at all the branches, assist in reaching out to the group with volunteer opportunities.

**Membership Committee:** Working with Membership Chair to develop and facilitate an annual membership drive. 2 People collaborating and working together makes the work more fun!)

**Programs Committee:** Work with other FOTCL members and library staff to plan special programs at the children's library, at all branches.

**Public Relations:** Help the FOTCL tell its story by using Constant Contact Monthly Newsletters, Social Media and other public outreach - to media, facebook groups, local school, etc.... (Divide up responsibilities)

**Special Event Usher:** Join us 3-4 times a year to help collect tickets and usher for special events. Approx 2 hour shifts, either 4:30-6PM, or 7-9PM - Minimum number is four, but could use 3 times as many!

**Summer Reading KickOff Carnival:** This committee works with library staff on the planning and execution of an annual Kick-Off Summer Reading carnival

**Taste of HB - Event Committee:** Work with TASTE Chair throughout the year in the planning process. This is our major fundraiser. (This could be even more)

**Taste of HB - Silent Auction Committee:** Work with other FOTCL members to collect donations and create baskets for the Silent Auction at the Taste of HB Fundraiser

**Teen Library Programs Liaison:** Work with the Teen Librarian to develop relevant programming and solicit for any volunteer opportunities

**Tile & Fish Coordinator:** Work with library staff to manage the Fish Donations and Tile Program - Schedule "Painting Parties" Deliver and Pick up tiles from Hidden Talents.

**Toy Sleep Over Volunteer:** Work with other FOTCL members and library staff to plan twice annual "Toy" Sleep over at the library

**Website Guru:** Keep our FOTCL.org website up to date with content