

TIGARD PUBLIC LIBRARY FRIENDS OF THE LIBRARY Teen Ambassador

Purpose: To cultivate and develop a youth point of view within the Friends of the Tigard Library. To support the Friends activities and library services. To help spread the word about the Friends organization to students throughout Tigard and to get teens involved. To support the Friends efforts to raise funds for library programs and services.

Supervision and Organization: The Friends are a nonprofit volunteer organization. They meet once a month, host regular book sales on behalf of the library and sponsor numerous library programs and activities. The Teen Ambassador position with the Friends is a new position and the scope of the position may change in the future.

Qualifications: Attend monthly meetings and provide verbal input for the Friends at these meetings. Skill with social media and website postings, updates, and communications. This position is open to students in 10th and 11th grades. For the initial implementation of this position, students from the 12th grade are eligible and will only serve one year.

Duties: Attend monthly meetings held the 2nd Tuesday of each month from 4p.m. to 5p.m. Assist with sorting and boxing books in the library's Donations Room. Assist in keeping the Friends website up to date with news and relevant postings. After training, manage social media accounts such as Facebook and Twitter, and send email as directed. Work with the Friends to suggest ways to get the word out about the Friends.

Time Commitment and Length of Commitment: One to three hours per week. During the book sales twice a year, a longer commitment of up to 4 hours for 2 or 3 days may be required. The Teen Ambassador term of service is two years with a review at one year.

Rewards: Knowing that you've helped to raise funds for enhanced library programs and services. Learning leadership skills and how to make a difference in a nonprofit organization. Becoming involved with the inner workings of the library and the Friends of the Library organization.