



San Juan Island Library
1010 Guard St.
Friday Harbor, WA 98250
(360) 378-2798 · www.sjlib.org

Volunteer Job Opportunity

Job Title:

Friends of the Library Book Handler

Position Description:

To receive, sort, and disposition used books in support of the Friends of the Library and Better World Books mission of bettering the world, one book at a time, by making a difference with every purchase made through donations and environmental programs.

Job Status:

This is a part-time hourly volunteer position, 4 hours per week to start. Workdays are Tuesdays and Thursdays from 10:00 am to 12:00 pm, or as necessary to support Friends of the Library events or other activities. Hours are flexible as long as the work is completed. Supervised training is provided, thereafter supervision is minimal and work will be performed with two other volunteers. At times work may be performed alone. There are no salary, retirement, health, or other regular employment benefits, however occasionally a volunteer may take a donated book home, unless it is of particular value. Restroom facilities are provided.

Work Location:

Book Palace
660 Spring St.
Friday Harbor, WA 98250

Position-Specific Responsibilities and Expectations:

As a San Juan Island Library Friends of the Library Better World Book Program Volunteer, you will be responsible for:

- Receiving used and/or donated books.
- Sorting and packing books.
- Lifting and moving boxes of books.

Qualifications/Experience:

To be successful in this volunteer job, you must:

- Be able to take direction.
- Be focused, efficient, and organized.
- Be able to lift 25 lbs.
- Be able to stand for at least 2 hours.