



## **Volunteer Audio Visual Repair Technician Job Description**

**Importance of Position:** Help library by listening, watching, reviewing, and repairing audio visual materials so they can be used by library visitors.

**Qualifications:** Good small motor skills, eyesight and hearing. Must demonstrate excellent attention to detail. Willingness to screen and review multimedia materials.

**Responsible To:** Library Operations Supervisor.

**Responsibilities:** Screen and scan multimedia items for damage. Make repairs to damaged items when possible or recommend replacement and discard damaged item parts.

**Training provided:** Orientation to the library; on the job by supervisor; mandatory privacy training and safety tour.

**Benefits of Volunteering:** Provide much needed service to the library and its patrons by ensuring multimedia materials are kept in good condition. Gain skill in audio visual repair.

**Time Commitment:** 4 hours per week.

**Length of Commitment:** 6 months minimum.

**The library places volunteers and may discontinue assignments at any time according to library needs.**

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