



## Volunteer Position Description

### *Friends Volunteer Book Pick up Driver*

Thank you for your interest in volunteering with the Friends of the Phoenix Public Library. Our organization participates in book drives both with the community and with the Library branches.

The position description for Volunteer Driver is as follows:

#### Responsibilities include:

- Packing and picking up numerous boxes of books from specific locations
- Becoming a representative for the Friends while picking up books
- Being available on an On-Call basis for pick-ups

#### Qualifications include:

- Ability to lift a minimum of 50 pounds
- Must have own vehicle, with current Arizona registration
- Must have Arizona drivers license and be fully insured
- Dependable
- Mileage reimbursement will be available

#### Availability and hours:

- Must be available for On-Call basis
- Will be notified 24 hours to one week prior to schedule pick ups

#### Training and orientation:

- Orientation and application will be at the Burton Barr Central Library
- Training will occur after application with Friends employee or volunteer at the warehouse location

Please contact (602) 534-5208 for any questions and comments  
or visit the website at [www.plfriends.org](http://www.plfriends.org).