

## JOB DESCRIPTION -- Assist At Book Sale

Friends of Campbell Library book sales are held the 2<sup>nd</sup> Saturday of each month from 10am to 1pm. The sale is held in the Friends room and the community room with the exception of February, March and April when the sale is in the Friends room only.

Volunteers can assist at any or all of the following tasks:

- Help set up books the Friday before the sale in the appropriate rooms.
- Day of the sale:
  - Volunteers (2) take the money and bag the books
  - Restock the shelves and tables during the sale
  - Answer questions and direct people to the appropriate areas
  - After the sale repack the books in boxes and store them in the Friends room.