

Volunteer Opportunity

Fresno County Public Library is now accepting applications for qualified **Resource Specialists** to work with the Literacy Services Center to help Adult Fresno County residents to reach their literacy goals and to use library services effectively.

Libraries are ideal settings for literacy services. They are easy to access in communities and provide comfortable, information-rich environments where new readers can thrive. The service is provided confidentially and free of charge in the non-threatening library environment—crucial qualities in attracting these hard-to-reach adults who don't have the skills and/or comfort level to attend traditional classroom-based programs.

Position Description

Resource Specialists are committed to reviewing Library materials to evaluate their usefulness in helping low-level adult readers acquire new skills. They also help in acquiring new materials and in the development of teaching resources to help meet specific goals in the five domains: **life-long learner, family member, worker, and citizen.**

Qualifications

Must be over 18 years of age and possess a minimum of a high school diploma or equivalent, a Bachelor's degree is preferred. Must be organized, computer literate, enjoy researching various topics, possess good communication skills, and be able to write clear instructions. **Resource Specialists** work is project-based; therefore, a commitment to completing projects by pre-determined deadlines is a must.

Schedule

Scheduling is flexible, determined by the **Resource Specialist, Literacy Coordinator, and Branch Liaison.** Many assignments may be completed remotely.

Duties

- Research and compiles information.
- Reads and evaluates materials, makes recommendations for new materials for acquisition.
- Works independently and collaboratively to develop content for teaching materials.
- Communicate with Literacy Services Center staff and volunteers.
- Attend regular team meetings.

Training

Free training and ongoing support from the Literacy Services Center staff and volunteers.

Materials

Extensive resources and materials are available through the Library collection and the Literacy Services Center.