



## **VOLUNTEER OPPORTUNITY**

### The Book Nook – Volunteer Position

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Thanks to an exciting partnership with Toronto Children’s Book Bank, Macaulay provides children the opportunity to own their own books, free of charge! New and gently used children’s books are displayed at the head office and are distributed to children at all Macaulay program sites: EarlyON Centres, Child Care Centres, Homework Clubs, the Home Visiting Program and through our Home Child Care providers. Each year, over 10,000 books are distributed to children through the Book Nook.

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We are currently looking for a volunteer to join our team in the Book Nook program at our head office at **2010 Eglinton Ave. West, Suite 400, Toronto, ON, M6E 2K3**. This volunteer position is needed **once a month**, generally it is the 2<sup>nd</sup> Thursday of every month but the day can vary. The shift will begin at **1pm**, for a minimum of 2 hours, with the option to stay until 4pm.

#### **The volunteer needs to have the following skills:**

- Able to work independently
- Able to work in a group
- Able to lift boxes of books
- Some knowledge and interest in children’s books!

#### **The job duties are:**

- Assisting the Book Nook Coordinator in counting the books and documenting the total sum of books per delivery
- Assisting the Book Nook Coordinator in moving books to an assigned space to be processed
- Sorting and cleaning gently-used children’s books
- Stickering gently-used children’s books
- Organizing book room and book storage area
- Cleaning shelves and displaying children’s books

#### **This position would be rewarding for a volunteer because:**

The volunteer will be part of an initiative at Macaulay that helps children to develop a love of reading. The volunteers are preparing children’s books to be given free to children. Volunteers are also be given books for themselves and their children to keep.

If you are interested in this position, please apply by e-mail [booknook@macaulaycentre.org](mailto:booknook@macaulaycentre.org)

Only selected candidates will be contacted. We thank you for your interest; be sure to check our website for updated volunteer opportunities! <http://www.macaulaycentre.org/>