



Maker Space Volunteer, Pickering Public Library

The Library is seeking an adult volunteer with interest in technology to assist with basic administrative activities in support of our newly created Maker Space. The Maker Space offers technology and tools that allow our clients to create, make, and collaborate to bring unique ideas to life. Clients have access to 3D Printers, a Recording Booth, Heat Press, and button-maker to name just a few.

The Maker Space Assistant (MSA) will be interested in technology, knowledgeable of computers, and have great organizational skills. The volunteer will work with staff in the Technology department. The MSA volunteer will be a conscientious and dedicated individual who performs the following duties for the Technology department:

Tasks:

- List equipment supplies.
- Basic equipment cleaning
- Program room set-up and take down
- Crowd control, client seating
- Alphabetizing of Maker Space waivers
- Charge equipment as needed

Hours: 2 to 4 hours per week

Commitment: Minimum 6-month commitment to a maximum of 1 year.

Shifts: The volunteer would work 1 or 2 shifts of their choice per week.

Volunteer Benefits: Gain experience around cutting-edge technology equipment and increase knowledge of technology services available for the Pickering community.

Applicants who apply to this volunteer position and are selected for consideration will be required to complete a screening process which will include an interview and if selected, the successful applicant must obtain a satisfactory criminal records check for vulnerable sector from their local police department prior to the start date. Training will be provided.

Interested applicants must email christyh@picnet.org with a resume and cover letter.

Indicate Maker Space Assistant in the subject line of the email. We appreciate all applications but due to volume, only candidates selected for an interview will be contacted by email.