

**James V. Brown Library
Volunteer CIRCLE Program
Position Description**

Red Taper

Help with projects like removing the red tape from books in the new book section after their six-month stay there before they graduate to the stacks.

Hours	Flexible.
Time Commitment	Flexible.
Location	Circulation work station as assigned.
Nature of Work	Carefully removing identifying tape and markings. Other book related jobs as they come available.
Qualifications	Technical proficiency sufficient to accurately and reliably update information in library computer system, attention to detail, manual dexterity.
How to Apply	Contact Volunteer Coordinator at 326-0536, pick up paper application at library customer service desk, apply online at www.jvbrown.edu/volunteer.html
Supervisory Department	Circulation.