

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

SeniorNet Coach

Provide individual help to students in the SeniorNet classes. Each coach will attend the sessions to which they are assigned and provide backup to the instructor by monitoring the process of 2 or 3 students, giving them hands-on assistance with any problems they may have in the class.

Hours	Two hour training blocks generally in the morning or afternoon.
Time Commitment	Approximately 2 hours weekly for a six-week class session. Classes are not held in January or February. In-service training day, usually in late January.
Location	All classes are held in the SeniorNet Learning Center, located on the 4 th floor of the Library.
Nature of Work	While the SeniorNet Instructor is training the group, at least two coaches keep an eye on the progress of 2 or 3 students, helping to keep them on task and assist if they are stumped or need hands-on assistance.
Qualifications	Basic computer skills, the ability to use a mouse and keyboard, willingness to take the basic Introduction to Computers course and study the manuals and other materials to become familiar with the software.
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 , or leave a message for the SeniorNet Coordinator at 326-0536.
Supervisory Department	SeniorNet