

Dear Makerspace Volunteer Applicant

Thank you for your interest in volunteering with the East Gwillimbury Public Library. In this package you will find the documents necessary to volunteer with in our Makerspace programming.

- Makerspace Volunteer Application Form (attached)
 - Both sides of this form must be completed in full.

- Volunteers under 18 years old are required to complete an offence declaration form which will be provided if selected for an interview

Completed applications can be submitted in-person at a branch or electronically to bvangorp@egpl.ca. All documents listed above must be submitted for participation in the program.

Successful applicants will be required to attend an interview and orientation / training session.

If you have any questions about the Makerspace Volunteer position or the application process, please contact our program manager at bvangorp@egpl.ca.

VOLUNTEER JOB DESCRIPTION	
JOB TITLE:	MAKERSPACE VOLUNTEER - SUPERVISED
REPORTS TO:	Manager, IT & Digital Experience
SUMMARY Under the direction of a designated supervisor, provides support during Makerspace programming.	
RESPONSIBILITIES <ol style="list-style-type: none"> 1. Provide basic support to participants during makerspace programming, deferring to staff as appropriate. 2. Assist with setup and safe, responsible use of maker technology during programs. 3. Foster an encouraging and positive environment for program participants, with a focus on maker mindset principles. 4. Support staff in fulfilling 3D print requests from patrons or completing 3D printing products from programs. 5. Good attendance and punctuality are required. 6. Supports the <i>Mission, Vision</i> and <i>Values</i> of the East Gwillimbury Public Libraries. 7. Responsible for following Health & Safety policies and procedures. 8. Record hours worked and tasks accomplished if required for community service placements. 9. Other duties as assigned. 	
QUALIFICATIONS <ul style="list-style-type: none"> • Completed Grade 8. • Proficiency in English language. • Demonstrated interest in working with emerging technologies. • Ability to communicate courteously and effectively. • Enthusiasm for working with the public. • Patient, dependable and reliable. • Volunteers must be under 18 and complete a defense declaration form. 	
TIME COMMITMENT <ul style="list-style-type: none"> • Volunteers must commit to a minimum participation level of 1 hour per week as scheduled for the duration of the program (excluding holidays). • Available Wednesday and Thursday evenings (until 8pm). 	
APPLICATION PROCESS <ul style="list-style-type: none"> • Volunteers must complete and submit a Makerspace Volunteer application. • Volunteers must obtain one reference and successfully complete an interview. 	
TRAINING <ul style="list-style-type: none"> • Volunteers must attend an orientation/training session prior to participating in the program. 	
BENEFITS <ul style="list-style-type: none"> • Volunteers will gain valuable work experience and develop teamwork and leadership skills. • Volunteers will earn community service hours for their secondary school diploma. 	

Please complete all sections of the form

Name: _____

Street Address: _____

City: _____ Postal Code: _____

Home Telephone: _____ Mobile: _____

Email: _____

Date of Birth: _____ Grade/Year: _____ Age: _____

Preferred Volunteer Location (Holland Landing or Mount Albert): _____

Name of School currently attended (if applicable): _____

- I give the East Gwillimbury Public Library permission to contact me regarding other volunteer opportunities and programs.

New volunteers must attend an orientation session**Your completed application must be returned to the library at which you would like to volunteer.**

Personal information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act, 1990, MFIPPA\Regulation 29. Personal information collected on these forms is used to contact program participants. After the program the forms are destroyed and non-identifying statistical information is retained.

Makerspace volunteers must be in Grade 9 or above, and under the age of 18.

We thank all applicants for their interest in the program, however, only those selected for an interview will be contacted.

1. Why are you volunteering to become a Makerspace Volunteer?

2. Outline any experience you have had working with children or the public.

3. What qualities do you have that would make you a great Makerspace Volunteer?

4. What interests you about emerging technology like 3D Printers, vinyl cutters or robots?

5. What projects do you think you would make with access to these technologies?

Signature:

Date: