



Public Library

Maker Hub Open Lab Volunteering

PURPOSE: Maker Hub Open Labs provide an opportunity for library cardholders of all ages to explore and create independently using innovative technology and creative tools. Examples of the types of tools offered: a 3D printer, electronics, robotics, sewing machines, button makers, and professional software including Adobe Creative Suite. Open Labs rotate weekly through the following focus areas: Digital Fabrication (includes 3D printing); Textile Arts; Electronics and Robotics; Paper and Other Handcrafts; Media Editing and Graphic Design.

DUTIES:

Greet users, set the tone, and support a welcoming, cooperative learning environment.

Monitor activity in the Maker Hub: keep attendance and activity logs, ensure appropriate use of equipment and supplies, fill out charge slips for supplies used; and report issues to staff.

Facilitate the use of the Maker Hub: demonstrate and explain equipment, tools, and software; help patrons get started on their projects; answer questions; point out tutorials and other help resources; provide more assistance with projects (when possible); and set up and put away equipment as needed.

TIME COMMITMENT:

One year commitment required. (If necessary, a full school year is acceptable.)

Minimum of two 2-hour shifts each month.

Attend volunteer trainings.

QUALIFICATIONS:

Experience with, or interest in learning, at least one of the above focus areas.

General computer skills and comfort with technology.

Experience teaching, tutoring, coaching, or leading activities.

Ability to connect positively with a wide diversity of people.

Minimum age 18. Must pass City of Eugene criminal background check.

TO APPLY:

Please write a letter of interest answering these questions:

1. Why are you interested in this position?
2. A part of this role is giving instructions to individuals and small groups. Please describe your experience.
3. Please describe your experience with technology and/or arts, including any experience teaching or assisting others.
4. Provide a reference from employment or volunteering (not a friend or family member) we can contact to speak to about your experience that relates to this position. Please provide name, organization, phone, e-mail.

Send to Amy Hartsfield, Volunteer Coordinator: e-mail Amy.K.Hartsfield@ci.eugene.or.us or mail to Eugene Public Library, 100 West 10th Avenue, Eugene, Oregon 97401.

Questions? Please e-mail Amy or call her at 541-682-8335. **Thank you!**