

Recycling Assistant

This volunteer will collect recyclables from the Library staff lounge and mailroom on a weekly basis and transport recyclables to an appropriate recycling facility.

Responsibilities:

- Collect recyclables on a regular weekly schedule.
- Log each collection date and time spent on task,
- Bag up recyclables; place new bags in bins.
- Clean up any spills.
- Carry bags to vehicle and drive to recycling facility .

Qualifications:

- Must be 18 years old or older.
- Must have access to vehicle in which to haul recyclables
- Must be physically able to bag up and carry plastic, aluminum, newspaper, and glass items

Training/Preparations:

- Orientation to Braswell Memorial Library and to Support Services Division.
- On the job training.

Time Requirements:

- Weekly visits to library to pick up recyclables and transport to recycling facility, one to two hours per trip

Length of Commitment: Three months or more

Supervisor: Facility Manager