

Library Service Volunteer Role Description

Role Title: Library Code Cracker Champion

Supported by: Library Supervisor/Senior Librarian

Role Purpose: To support library staff in running a weekly Code Club for parents and their children (aged 9-11 year olds) after school

Location: Thurrock Library Service, Thurrock Council – Weekly (4 sessions) at Grays Library and during school holidays at Grays and/or other venues as required.

Tasks and responsibilities

- To inspire and support children and their parents in exploring and understanding the basics of computer coding using software and technology such as Scratch, JavaScript, Sonic Pi and BBC Microbits with the help of library staff to be prepared in advance of each Code Cracker session.
- To recommend and direct Code Cracker members to trusted and recognised online services and websites.
- To refer or signpost to other service providers and library staff where appropriate.
- To support Code Cracker members in their next steps in becoming confident computer and internet users.
- To be available to attend library training sessions throughout the year, keeping own skills up to date and relevant.
- To remain impartial and maintain confidentiality when communicating with customers.
- To ensure that reasonable care is taken at all times for the health, safety and welfare of you as the individual as well as the customers and to comply with policies and procedures relating to health and safety within the Council.
- To support and contribute to other library IT initiatives when the opportunity arises.

Skills and experience

- Have the confidence and basic knowledge to be able to show Code Cracker members how to code from a basic/beginner's level and explore the different ways to code such as making music and animations.
- To be responsive and attentive to differing skills and abilities within any one session.
- To be able to communicate clearly, keeping information simple and easy to understand.
- To have a positive, inspiring and enthusiastic manner when engaging with customers and staff.
- Able to engage with people of all ages and backgrounds.

Time commitment

- Approximately 1.5 hours a week. Introductory training 1-2 hours and some irregular training.
- Tuesday 3:45pm to 5:15pm and alternate Saturdays 11am to 12pm.

Council's commitment

- Induction training and further IT training as the need arises.
- Support from library staff.
- Reimbursement of agreed out of pocket expenses such as travel to a library.

This role does NOT require a Disclosure and Barring Service (DBS) Check.