



Volunteer Opportunity:  
Department/Division:

**Express Checkout Attendant**  
Library – Circulation

**Contact**

Malaika Marion 817-788-7311  
Managing Director/Community Services mmarion@hursttx.gov

**Location**

Hurst Public Library  
901 Precinct Line Rd.  
Hurst, Texas 76053

**Qualifications**

Willing to learn basic tasks using Envisionware express checkout machines. Willing to instruct and direct patrons in using library equipment throughout the Library. Must be able to understand and follow written and verbal instructions.

**Duties**

- Assists patrons in utilizing express checkout and other library equipment
- Directs patrons to areas of the library as needed

**Requirements**

Minimum age: 18  
Time Commitment: minimum of two hours a week (during Library hours)  
No Criminal Record

**Training**

Will be provided as needed.

**Physical Demands**

Must be able to stand, push, pull, lift, reach, bend, and stoop. Visual and hearing acuity.

**Mental Demands**

Speak and write clearly; comprehend, retain, and follow oral and written instructions; effectively communicate.

**Environmental Conditions**

Volunteer will work inside and be protected from weather conditions; works in a clean, well-ventilated, and well-lighted environment. Moderate traffic and immediate distractions in immediate area.