



## Student Trustee Position Description

### **Purpose of Library Board Student Trustee**

The purpose of the position is for the Library to obtain input on library services, policies, and collections from a significant user group of library services; to encourage young people to consider librarianship as a career; to encourage use of library services by teens; and to provide practical experience for teens in the operations of their government.

### **Library Board Student Position**

The Stoughton Public Library Board consists of 9 members appointed by the Mayor. The Board sets Library policies and priorities. Students will attend meetings and share their opinions and perspectives on Library policies, services, and the facility. The student position is an advisory, non-voting position.

### **Duties**

- Attend an orientation session before first meeting.
- Attend all regularly scheduled Library Board meetings, September – May with the option to begin serving on June 1 (Third Wednesday of each month from 6:30 p.m. to approximately 8:30 p.m.)
- Attend special meetings or committee meetings as needed.
- Attend library functions as appropriate.
- Read Board meeting minutes and other materials sent out before the Board meetings.
- Participate appropriately in Board meetings.
- Visit the library on a regular basis.
- Look for ways to build a positive image for the Library.
- Listen to community needs and concerns.

### **Qualifications**

- Be a high school student (preferably a sophomore or junior) or the equivalent at the time of application.
- Complete a Student Trustee application for the Stoughton Public Library Board.
- Have an interest in the Stoughton Public Library and a willingness to learn about library issues.

### **Time Commitment**

Library Board meetings are held the 3rd Wednesday of every month in the Library's Carnegie meeting room. Meetings last an average of two hours. Students may also participate on Library Board committees depending upon interests of the students and needs of the committees. Students must commit to participation for one academic year, September through May.

### **Compensation**

This is a volunteer position. Students will gain valuable real life experience working for a government organization that they will be able to use on college and job applications. Working for the Stoughton Public Library Board may also be used for senior projects and/or volunteer hours. Students who perform well may obtain a letter of recommendation or a reference from the Library Director or Library Board members.