

International Civic Service

« Hosting in Vienne young volunteers from the Twin Cities in 2019-2020 »

**Multimedia library « Le Trente »
6 months from October 2019 to March 2020
Or 6 months from June to November 2020**

Brief presentation of the department

<https://bibliotheques.vienne.fr/>

Libraries of Vienne are a 4 libraries network (multimedia library « Le Trente » and 3 local libraries) associated with 13 other rural communities which serve a territory of almost 90 000 inhabitants.

With 8 500 registered persons, the network of libraries is a dynamic actor of Vienne's cultural life: 7 000 children are welcomed and more than 250 activities are organized each year: story time, baby readers, tablets discovery, digital training courses, authors meetings, short-films and documentaries screenings, concerts, shows, conferences...

The multimedia library « Le Trente » constitutes a modern and ambitious cultural hub with its music and dance conservatory of the city of Vienne where 30 agents and 40 teachers are mixed.

Proposed assignment

Depending of his/her tastes and project, the volunteer could:

- **Mission 1** : contribute to the welcoming quality and accompaniment towards culture
- **Mission 2** : fight against digital divide and participate to the development of digital activities of the libraries

MISSION 1:

As part of daily activities of the libraries, the volunteer will have to support librarians in welcoming the public.

- Actively participate to the public welcoming (information, guide, loan transactions and returns)
- Participate to the treatment of collected works (recording receipt of new periodicals, delivery, enhancing collections, tidying documents)
- Participate to carrying out activities within the libraries

MISSION 2:

As part of cultural activities and digital access developed by the network of local libraries, the volunteer will lead various actions predicated on digital access:

- In collaboration with mediation teams concerning new supports and digital resources: tablets, online resources, free software, library box...
- In collaboration with the video-games adviser concerning activities (consoles and computers) around new multimedia supports: championships, displays, evenings...
- Introduction to service users to the NICT using: office equipment, 3D printings...
- Public mediation especially young public

Special knowledge and aptitudes

- Good knowledge of French is essential (level B1)
- Good interpersonal skills and relations with different types of public
- Interest and knowledge in new technologies and communication fields (office software applications, Internet, multimedia...)
- Curiosity towards cultural and library jobs

Job requirements

- Full-time 35h / week
- Working on Saturday and punctually on evenings
- Punctual trips within the 3 libraries nearby
- Carrying weights

Volunteer profile

- Good knowledge in French
- Curious, open-minded, dynamic, independent
- Interested in culture in general
- With a will to exchange, pass down, and learn