

Hillingdon Library Service

Volunteer Role Profile

Reading Buddy Volunteer

To support the National Year of Reading 2026, volunteers will provide one-to-one or small-group support to encourage literacy, foster a love of books, and create a positive, welcoming environment for young readers.

Responsibilities

This is a supporting role, providing additional help at pre-arranged times to:

- Listen to children read aloud to help improve fluency, pronunciation, comprehension and encourage discussion about the story and ideas in the book
- Make sessions relaxed, fun, welcoming
- Celebrate effort and progress to build confidence
- Choose age-appropriate books and reading materials
- Prepare short activities or discussion points to make sessions engaging
- Develop trust and rapport with young readers, acting as a friendly, encouraging role model

Direct report

- The Library Manager/Assistant Library Manager(s) would oversee your work generally but on any particular day you would report to the person in charge or a member of Library staff.

When would I be needed?

- Availability will be agreed in advance with each individual. Events/activities are generally held on a specific date and time.

Skills and attributes required for this role

- Able to relate well to members of the public of all ages and backgrounds
- Good communication, organisational skills and are creative
- You are responsible, confident, dependable and enthusiastic
- Genuine enthusiasm for reading and sharing stories

Potential outcomes for the volunteer

- Gain experience of working in the community and a customer service setting
- Development of teamwork, communication and customer care skills
- Gain an understanding of how Hillingdon library service works
- A reference in recognition of your contribution from the library service