**Unique volunteer opportunity!**

The **Audio Book Studio** of the Andrew Heiskell Braille and Talking Book Library is looking for volunteer audio monitors. The ABS records books and printed materials for visually impaired and physically disabled persons.  As part of the regional network of libraries that record books to supplement the National Library Service’s Permanent Collection, the ABS is responsible for the production of audio books in digital format through the use of volunteer narrators (most often professional actors), monitors, and audio proofreaders.The Manager of the Audio Book Studio is long-time NYPLer Susan Mosakowski.

Following his retirement, Edwin Holmgren was a volunteer monitor for eighteen years and says, " I met lots of interesting, dedicated volunteers, saw some of my readers on the stage or heard their voices as cartoon characters, and enjoyed the training and ambiance in the Studio.  Susan is a great, creative leader, and I also saw some of her plays.  I only reluctantly gave the job up when the trip got to be a bit much on some days.  Few volunteer jobs are so interesting."

Job descriptions for volunteer audio monitors are below.  If you are interested, please contact Susan Mosakowski at <[susanmosakowski@nypl.org](mailto:susanmosakowski@nypl.org)>.

**Job Descriptions for Volunteer Positions at The Andrew Heiskell Library:**

**Audio Book Monitor:**  This position involves directing actors as they read print materials.  The monitor is responsible for ensuring that the text is read accurately and works with the actor on the interpretation of the text.  The monitor is responsible for making sure that words are properly pronounced, that accents if used, are consistent throughout the text.  Monitors also ensure that the recording is free from vocal stumbles, hesitations, poor diction, and noise.  Monitors also ensure that the text is read clearly and that the reader makes good sense of the text. Monitors are also responsible for the capturing the recording.  Basic computer skills are needed to perform simple record functions.

Qualifications for this position include:  A college degree and a strong command of the English language.  The position involves attention to detail and some research.  The monitor should love to read, love words, and enjoy working in a concentrated work environment.  Knowledge of a foreign language is helpful, but not necessary.

**Audio Book Proofreader:**  This position involves audio proofreading a newly recorded book.  The audio proofreader is the quality control person in the process of creating a finished audio book.  Proofreaders check the work of both the narrator and the monitor. The proofreader is responsible for ensuring that the text is read accurately, making sure that words are properly pronounced, and that accents if used, are consistent throughout the text.  Proofreaders also ensure that the recording is free from vocal stumbles, hesitations, poor diction, and noise.  Proofreaders also ensure that the text is read clearly and that the reader makes good sense of the text.

The qualifications for this position are similar to that of a monitor.  Basic computer skills are needed to perform simple editing functions.  A college degree and a strong command of the English language are required.  This position involves attention to detail and some research.  The proofreader should love to read, love words, and enjoy working in a concentrated work environment.  Knowledge of a foreign language is helpful, but not necessary.