



Washington Talking Book & Braille Library

AUDIO REVIEWER

The Washington Talking Book & Braille Library (WTBBL) builds community and provides equitable access to information and reading materials for Washington residents unable to read standard print. WTBBL has more than 200 volunteers working with us and we are proud of their passion to work in an organization that values and promotes diversity, equity, inclusion and anti-racism.

VOLUNTEER POSITION DESCRIPTION:

In WTBBL's Audiobook Production Department, reviewers check the work of narrators to help create talking books that reflect the content and spirit of the printed works on which they are based. The reviewer will mark up errors in the audio file for the narrator to identify and correct. All work is done onsite at WTBBL in downtown Seattle with free parking provided and all volunteers must present proof of the primary series of COVID vaccinations.

RESPONSIBILITIES:

- Train in and operate digital recording equipment for each review session.
- Identify errors and make marks for corrections to digital recordings as needed.
- Advanced reviewers may further ready audio files for corrections and may be involved in post-production work.
- WTBBL chooses books based on a collection development policy. Books that are reviewed are chosen by WTBBL staff and the reviewer will agree to be open to editing books they may not otherwise seek out.

QUALIFICATIONS & SKILLS:

- Fast response time in keeping up with the narrator as they read aloud.
- Strong listening skills.
- Strong attention to detail and ability to markup errors.
- Ability to take direction and correct mistakes.
- Familiarity with the basic operations of a computer. Audio software training will be provided.

TIME COMMITMENT:

Two hours per week minimum is ideal to keep projects moving forward, but schedules can be negotiated. It is important that each reviewer finish every book they begin. A one year commitment is requested.

Go to <https://www.volgistics.com/appform/1427973300> to complete an application.

To learn more, please email: wtbblvolunteer@sos.wa.gov.