



Washington Talking Book & Braille Library

TACTILE BRAILLE PROOFREADER

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:

The tactile braille proofreader partners with a sighted proofreading monitor to ensure that the braille version of a book matches the print version. The tactile braille proofreader reads the braille text aloud, while the proofreading monitor follows the print copy and listens closely to ensure accuracy while marking any corrections needed. Proofreading teams can work onsite at WTBBL (free parking provided) or arrangements to meet off-site or online can be made.

RESPONSIBILITIES:

- Proofread braille material produced by WTBBL staff and volunteers for completeness and accuracy according to the rules of Unified English Braille (UEB).
- Identify errors and work with sighted proofreading monitor to add needed corrections to proofreaders' spreadsheet.

QUALIFICATIONS & SKILLS:

- Strong knowledge of literary braille code (UEB) and the rules of braille formatting.
- Assess suitability of transcriber-produced notes and formats.
- Strong attention to detail.
- Ability to work in a team and maintain a schedule to meet consistently.

TIME COMMITMENT:

Minimum 2 hours weekly, Monday through Friday between 10 a.m. and 4 p.m.

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

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