

FRIENDS OF THE DAVIS PUBLIC LIBRARY

**JOB DESCRIPTION
May 2017**

TITLE: **Publicity**

TERM: Appointed for 1 term annually

DUTIES:

- Publicize all Friends events (Note: At the moment, this excludes book sales)
- Consult with Friends members and the Library Staff about events to publicize
- Write and submit press releases to local newspapers
- Attend all Board meeting
- Other duties related to Publicity as designated by the elected officers