

Adult Tutor

Summary

Our Volunteer Tutors assist adult learners one-on-one to help them reach their goals in reading, writing, math or other life skills. Meetings take place in a safe, public place at a time and location that is convenient for both the Tutor and Learner.

Responsibilities

- Attend 9 hours of free tutor training
 - Help learner to set short-term and long-term goals
 - Prepare relevant lessons to meet their individual needs and interests
 - Meet regularly (once or twice a week) for six months or more
 - Provide warmth, encouragement and support to help the learner increase both skills and confidence
 - Report volunteer hours, progress and any concerns to the Volunteer Coordinator
 - Maintain confidentiality with respect to your learner and the organization
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Skills and Qualifications

- Desire to assist adults with low literacy
 - Friendly, non-judgmental, patient and reliable
 - Proficient in speaking, reading and writing English
 - Strong communication skills
 - Minimum age 18 and high school diploma or equivalent
 - Satisfactory Criminal Record Check and Intervention Record Check (we can provide)
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Time Commitment

- Approximately two hours per week for tutoring plus time for lesson planning
 - Minimum one-year commitment
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Benefits

- Help adult learners to build their literacy skills and their confidence
- Participate in creating stronger families and communities
- Opportunity to receive free training and professional development
- Access to our Resource Centre
- Develop new skills in communication and problem solving
- Be part of a team of people who are making a difference in our community!