

The Program

The library's literacy programs focus on basic one-one tutoring in reading, writing and math for adults in Nova Scotia Adult Learning Programs.

How Volunteers Can Help

- You will be working with adults (19 years or older) who have been out of school for at least a year, to help them build confidence and skill in reading and math, and maybe even prepare for an educational milestone, like the GED.
- You will meet weekly with an assigned learner or learning group at an arranged time and location in a library branch.
- We'll help you tailor your sessions for people with a range of skills from learning sound-letter relationships for the first time to adults reading at a junior high school level.

The Volunteer Role

- Assess learner's needs and discuss options with your program coordinator, talking informally with learners and noting particular areas where help is needed, and encouraging learners to identify specific goals
- Prepare suitable activities and /or topics for discussion using appropriate resources for practice and /or homework
- Plan session time to provide structure and enjoyment for learners
- Encourage and support learners during sessions, providing assistance when required
- Research appropriate learning and tutoring resources for your learner, using library materials and other resources as appropriate
- Meet with the program coordinators to discuss learning difficulties and successes
- Keep accurate learning records and maintain learner files in a confidential manner
- Participate in useful tutor training opportunities where possible
- Share ideas and resources with other tutors in the program
- Participate in additional social and learning activities, when possible



We are looking for volunteers who:

- Are at least 18 years of age
- Have completed high school or a high school equivalent
- Demonstrate clear and competent communication skills and good learning habits
- Engage well with others and are skilled at providing personalized help
- Have a passion for working with community members and seek opportunities to build relationships
- Can adapt to changing needs and priorities
- Are friendly, outgoing and enjoy meeting new people
- Understand that it is important to recognize that you are working with individuals from many backgrounds with varying needs
- Are reliable and punctual, patient and supportive
- Are objective, impartial and non-judgemental in your work

Time Commitment

2 hours per week tutoring time and at least 1 hour per week outside the session dedicated to preparing lessons for the learners.

The sessions run September – June and you must commit to at least a 3-month time period with the program.

NOTE:

All volunteers will require a Criminal Records Check. The library will initiate these through MyBackCheck.com and will also cover the cost.

Contact:

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