

The Program

The Library's literacy and upgrading program focuses on basic one-one tutoring in reading, writing, and math for adults in Nova Scotia.

How Volunteers Can Help

- You will be working with adults, ages 19 years or older, who have been out of school for at least a year. Your aim is to help them build confidence and skills in reading and math, and maybe even prepare them for an educational milestone, such as the GED (General Educational Diploma).
- 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 learners seeking a range of skills, such as learning sound-letter relationships for the first time or being able to read at a junior high school level.

The Volunteer Role

- Assess learner's needs and discuss options with your program coordinator after informally talking with learners to note particular areas where help is needed and 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, and assist when required.
- Research appropriate learning and tutoring resources for the 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, when 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
- 1 hour at least per week outside the session for preparing lessons
- The sessions run September – June and you must commit to at least a 3-months within the program period.

NOTE:

All volunteers will require a Criminal Record Check. The Library will initiate the check through MyBackCheck.com and will also cover the cost.

Contact:

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