

VOLUNTEER POSTING

LITERACY FACILITATORS AND TUTORS (VOLUNTEER) Immigrant Services

The Options Literacy Program offers newcomers an opportunity to acquire and practice functional literacy in an informal setting as well as gain cultural understanding while making new friends. Literacy Facilitators and Tutors introduce topics and guide learnings that orient and integrate newcomers to their communities. They also instill a sense of belonging and help newcomers adjust to their new life in Canada. Improving English language skills is one of the most basic and important tools for successful integration. Contributing to newcomers' transitioning process through the Options Literacy Program is an extremely rewarding experience.

RESPONSIBILITIES:

Facilitator:

- Be able to commit to facilitating a literacy class for the period of 8-12 weeks & spend up to three sessions a week (2 hours per session) in classroom

Tutor:

- Be able to commit to one-on-one tutoring for the period of 3 - 6 months & spend up to two sessions a week (1-2 hours per session) with the student

Facilitator & Tutor:

- Honor all commitments made to students
- Be respectful of the student's time, opinions, and decisions
- Serve as a positive role model by modeling desirable behaviors—e.g. patience, tolerance, and reflective listening
- Be comfortable and able to establish appropriate boundaries with students
- Be encouraging and supportive of students

QUALIFICATIONS:

- Either have completed or is completing TESL certification
- Teaching experience is an asset
- Experience working with vulnerable newcomers is an asset
- Complete an application form and provide 2 references
- Complete a short interview
- Attend volunteer training sessions
- Have passion and patience to help newcomers
- Excellent interpersonal, communication and leadership skills
- Complete criminal record check

CONTACT:

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NOTE: Applicants not selected for an interview will not necessarily be notified.

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Options Community Services Society is an equal opportunity employer
committed to hiring a diverse workforce.

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