

ADULT EDUCATION VOLUNTEER DESCRIPTION

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Program Description: Our Adult Education program offers HiSET (formally known as GED) Test Preparation, and English Speakers of Other Languages (ESOL) classes, providing accessible, practical courses to help clients expand their skills, employment opportunities, and increase their wages. Taught by a dedicated group of staff and volunteers, many of our programs offer on going, one-to-one instruction to provide the support each individual needs to achieve long-term success.

Position Title: Adult Education Tutor

Reports to: Education Supervisor

This volunteer shift is one day a week. Volunteers may choose more than one day. Volunteers are asked to commit for a minimum of three months

Volunteer Position Overview:

- Volunteers will provide educational 1:1 or small group support to clients.
- Volunteers will assist the supervisor with planning of educational activities.
- Volunteers will provide a positive and supportive environment in which the client can reach their full potential.

Volunteer Requirements:

- Volunteers must be enrolled in College or have a College Degree.
- Volunteers will have a significant amount of contact with clients. It is our goal that each client will have a positive learning experience.
- Volunteers must be flexible and have great communication skills.