

Adult Literacy Tutor

Qualifications:

- 18 years or older
- High school diploma, GED, or equivalency diploma
- Caring and culturally sensitive attitude
- Flexible and patient
- Dependable and able to keep a commitment of meeting with adult learners for a minimum of six months
- Some experience in literacy tutoring preferred

Responsibilities:

- Assists in development of curriculum and prepares lessons and other instructional materials to meet individual needs of students considering educational levels
- Participates in individual and group activities to improve competencies in adult basic education
- Confers with literacy staff to develop individualized educational programs for students
- Evaluates and records progress of students using tests and interviews

Training and Support:

- Volunteer orientation (online)
- Library Policies (online)

Minimum Time Commitment Requested: 1 hour per week for six months

Supervisor: Head of Adult Literacy Department