

# Independent Learning Group Tutor

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## *Reports to Group Facilitator or Modular Coordinator*

**Do you enjoy working in a classroom environment? Do you want to share your skills and experience with other adults? Can you encourage as well as educate?**

We are looking for volunteers to help our students as they work independently through reading, writing, math and computer resources. These groups run 2 hours per session at different times during the week. ILG Tutors help students with homework, work through curriculum books, and use online resource. They may also mark homework or teach mini-lessons.

### **Benefits of being an ILG Tutor**

- Flexible hours and commitment level
- Have the benefits of working in a classroom with no lesson planning
- Expand your teaching skills by mentoring with the Group or Modular Coordinator

### **Volunteer Skill and Requirements:**

- Have strong communication skills
- Be able to develop rapport and connect with a variety of learners
- Have basic computer skills
- Follow directions given by Group or Modular Coordinator
- Have excellent problem-solving skills
- Have versatile skills but be willing to learn with the student

### **Training Required**

- All volunteers will complete TLG online training
- All volunteers will complete mentoring with the Group or Modular Coordinator

### **Role Responsibilities**

- Oversee 2 hours of training/practice for a group of pre-assessed adults
- Deliver a variety of mini-lessons and coach adults with varying skills and abilities
- Modify delivery style (with TLG staff assistance) to accommodate varying skills of learners
- Update TLG staff members on availability for tutoring
- Provide feedback to TLG program staff for continuous improvement of program