



CITY OF TUALATIN

VOLUNTEER ASSIGNMENT DESCRIPTION

ASSIGNMENT TITLE	ESOL Tutor (English for Speakers of Other Languages)
GOAL/PURPOSE	To provide individualized assistance for adult ESOL students.
SUPERVISION	Lauren Furnish, Community Librarian
TIME COMMITMENT	<ul style="list-style-type: none">• One 2-hour shift a week for a minimum of three months.• Appointments can be set on your schedule, during regular Library hours: M-Th 10am-9pm; Sat. 10am-6pm; Sunday 1pm-6pm.• Evening and weekends are preferred.
DUTIES	<ul style="list-style-type: none">• Work one-on-one with adult ESOL students to provide individualized help for learning English, which may include reading, writing or speaking.• Help students as they work on completing assignments.
QUALIFICATIONS	<ul style="list-style-type: none">• Ability to work with people of diverse backgrounds.• Must attend the Portland Literacy Council training.• Any previous education or literacy training is helpful, but not required.• 18 years & Up
TRAINING	<ul style="list-style-type: none">• Prior to starting, attend two days of literacy training on two consecutive Saturdays at the Portland Literacy Council. Pre-registration required. (Sept. 27 & Oct. 4th OR Nov. 8th & 15th) Other dates available. \$20 registration fee. See benefits below.• Volunteer Orientation at the Tualatin Public Library. Arrangements can be made to accommodate your schedule.• We have ESOL curriculum and other resources available for your use at the library.
BENEFITS	<ul style="list-style-type: none">• Engage with adult learners who are eager to learn English.• Connect with members of the community and help them gain a valuable skill to further their employment opportunities and achieve personal goals.• Gain teaching and ESL education experience.• Re-imbursment of \$20 fee to attend Literacy Training upon completion of commitment.