| **Objective** | Bring your enthusiasm and compassion to teaching a fellow New Yorker the reading skills necessary to live an empowered life. |
| **Program Description** | The Liz Smith Reading for Adults program helps beginning adult readers to dramatically improve their literacy skills, discover the joy of reading, and have a meaningful opportunity to tell their story. |
| **Location** | Zoom |
| **Schedule** | ● Tuesday 7:30PM-9:00PM  
● Wednesday 7:30 PM-9:00 PM  
● 1:1 Tutoring as needed |
| **Training/Onboarding** | All new tutors will be expected to complete the following before working one-on-one with a student:  
● Meet 1:1 with Program Manager  
  ○ After volunteer orientation meet 1:1 with program manager for short interview  
● **Attend Orientation** for each semester:  
  ○ First orientation will take place before the Fall semester (Sept)  
  ○ Second orientation will take place before Spring Semester (Jan)  
● Provide program manager with schedule  
  ○ 1 class session is asked of all volunteers  
  ○ Schedule can be flexible if communicated to program manager  
● Attend any trainings or view recordings  
  ○ Attend any tutor trainings conducted by RFA staff or view recordings of trainings |
| **Key Responsibilities** | ● Committed to providing an empowering educational experience to students  
● Committed to educational equity and disrupting oppressive education systems  
● Record own attendance by completing attendance form at the end of every class  
● Check google classroom before every class for tutoring material for class  
● Be patient, understanding, flexible and committed to student learning |
### Minimum Qualifications

- Fluent in Spoken and Written English
- Interest in working with adults
- Ease with digital communication (email, text, zoom)
- Consent to a basic background check
- Be at least 18 years old

### NEXT STEPS

**New Volunteers:**
Please sign up at https://literacypartners.org/get-involved/volunteer

**Returning Volunteers:**
Please email volunteer@literacypartners.org with your availability