<table>
<thead>
<tr>
<th><strong>Objective</strong></th>
<th>Bring your enthusiasm and compassion to teaching a fellow New Yorker the reading skills necessary to live an empowered life.</th>
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<tbody>
<tr>
<td><strong>Program Description</strong></td>
<td>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.</td>
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<tr>
<td><strong>Location</strong></td>
<td>Zoom</td>
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</table>
| **Schedule** | ● Tuesday 6:30PM-8:00PM  
● Thursday 6:30 PM-8:00 PM |
| **Training** | All new tutors will be expected to complete the following before working one-on-one with a student, in chronological order:  
- **Asynchronous training videos** for curriculum system:  
  ○ Level 1 about 6 hours  
  ○ Level 2 and 3 about 6 hours  
  ○ All tutors will receive a tutor manual after the initial interview with trainer  
- One **practice lesson with trainer**  
  ○ Individual meeting with trainer  
  ○ Meeting set up between tutor and trainer  
- One-Three **session observations** with student to gain feedback  
  ○ Trainer will observe at least one session with student and tutor to provide feedback and support  
  ○ Will be conducted at the first lesson with student  
  ○ If it's a good match, that will be the student you work with every week, if not, students and tutors will be re-paired.  
- **Observations 2x a year by trainer**  
  ○ Exact date to be decided between trainer and tutor  
  ○ Fidelity checks are part of the observations and tutors will be provided with feedback |
| **Key Responsibilities** |  
- Committed to providing an empowering educational experience to students  
- Committed to educational equity and disrupting oppressive education systems  
- Use the scripted curriculum and follow program model with fidelity  
- Attend/review monthly tutor workshops once a month  
- Commit to mastery of key strategies for student success  
- Be patient and committed to student empowerment and creativity |
| **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 |