Volunteer Position: **Small Group Conversation Facilitator (Remote)**  
English for Parents Program  
updated 09/08/20 AL

<table>
<thead>
<tr>
<th><strong>Title</strong></th>
<th>In-class Small Group Conversation Facilitator (Volunteer) for LP’s English For Parents Program</th>
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<tr>
<td><strong>Objective</strong></td>
<td>With your enthusiasm and compassion, help adult English-language learners from our English For Parents program improve their conversational fluency. In weekly meetings via Zoom, serve as a conversation facilitator to provide 2-3 students with much-needed one-on-one speaking practice.</td>
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<td><strong>Program Description</strong></td>
<td>English for Parents is an English for Speaker of Other Languages (ESOL) program that supports parents and caregivers in building children’s early literacy skills while strengthening the emotional connection between parents and their children.</td>
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| **Locations and Schedule** | ● Choose a schedule from below (volunteers may commit to more than once a week):  
  ● Mondays 10:30am-11:00am or 1:00pm-1:30pm  
  ● Tuesdays 10:30am-11:00am or 1:00pm-1:30pm  
  ● Wednesday 10:30am-11:00am or 1:00pm-1:30pm  
  ● Thursday 10:30am-11:00am or 1:00pm-1:30pm  
  ● All of the above times are the last 30 minutes of our English class; although it is not necessary, you are welcome to join the class when it begins if interested.  
  ● All meetings will be held using Zoom video conferencing |
| **Time Commitment** | ● 45-60 minutes/week: 30 minutes of conversation facilitation, plus time to review suggested conversation questions (sent to you in advance), or to check-in with the program supervisor  
  ● Semester options are Fall, Winter, Summer |
| **Key Responsibilities** | ● Attend a kick-off meeting (remote) led by a Literacy Partners teacher  
  ● Facilitate weekly 30-minute remote conversations among 2-3 adult English-language learners, suitable to the students’ English level  
  ● Check in with the program supervisor as needed |
| **Qualifications** | ● Interest in working with NYC’s immigrant parent population  
  ● Able to use video conferencing apps such as Zoom  
  ● Consent to a basic background check  
  ● Be at least 18 years old  
  ● High level of English proficiency |
| **Supervisor** | ESOL Teachers |

**NEXT STEPS**

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

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