

LITERACY PARTNERS

Volunteer Position: **LEAP Writing Partners (Remote)**

LEAP/HSE Program

updated 09/08/20 AL

Title	One-on-one Writing Partners (volunteer) for student in LEAP/HSE program
Objective	With your enthusiasm and compassion, help young parents who are returning to school in our LEAP develop their writing skills so they can pass the HSE and transition to college. In weekly meetings via Zoom, you serve as a writing partner to coach students through the writing process on both personal and academic writing.
Program Description	LEAP (Leadership, Education, and Parenting) is an HSE support program that works closely with HSE and college transition programs to build the social emotional and resiliency skills of parents of young children who are returning to school. The program helps build children's early literacy skills while strengthening the emotional connection between parents and their children.
Locations and Schedule	<ul style="list-style-type: none"> • Weekly 30 to 45-min remote meetings that fit both your schedule and the student's • Meetings may be held using <u>Zoom</u> video conferencing or WhatsApp video chat feature
Time Commitment	<ul style="list-style-type: none"> • 45-60 minutes/week: 30-45 minutes for the weekly conversation practice, plus time to review student writing or to check-in with the LEAP program manager • 8 weeks in Fall or Spring
Key Responsibilities	<ul style="list-style-type: none"> • Attend a kick-off meeting (remote) led by program supervisor • Lead weekly 30-45-minute remote writing sessions where student shares what they are working on and you help them to take the next step. While this is not meant to be a writing lesson, you may be asked to proof a paper, help get the writing process started or share on-demand writing/grammar tips within the context of the writing. • Check in with the program supervisor as needed
Qualifications	<ul style="list-style-type: none"> • Interest in working with NYC's HSE parent population • Able to use video conferencing apps such as Zoom • Consent to a basic background check • Be at least 18 years old • Knowledge of process-based approach to writing that is strengths-based and draws out the unique voice of the student.
Supervisor	LEAP Program Manager
NEXT STEPS	<p>New Volunteers: Please sign up at https://literacypartners.org/get-involved/volunteer</p> <p>Returning volunteers: Please email volunteer@literacypartners.org with your availability</p>