



Neighbour to Neighbour (N2N) Deban Brunette Literacy Program

Volunteer Position Description - Tutors

Description of Role: A N2N Tutor provides one-on-one reading support, in a designated school, to four or five students in Grades 1-4 who are reading below grade level. Tutors use prescribed N2N reading strategies and techniques to help encourage students to read, increase their decoding, comprehension and fluency skills and improve their self-confidence.

Activities/Tasks: Tutors set up their tutoring location with materials and pick up their student at the classroom or learning area. Supported by the tutor, students will read to the tutor from a selected levelled text. The tutor may read to the student and use various manipulatives to further engage the students in reading strategies and techniques. The tutor will use before, during and after reading strategies as outlined in their training. Tutors keep a simple log of student activities and follow up on any questions or concerns with their partner, Team Leader or Educational Consultant.

Duties/Responsibilities: Provide a clear Police Criminal Record check prior to acceptance into the program. Attend all training and orientation sessions, including meetings and workshops. Follow program policies and procedures and instructions specified by the Educational Consultants. Tutors are required to complete program evaluations, maintain confidentiality, and participate in year-end Success Celebrations. Additional duties may be included as assigned by the Educational Program Director.

Skills Required: Excellent interpersonal and communication skills. Experience working with children in a teaching, tutoring, mentoring, literacy capacity and/or recreational leadership background. Ability to read, write and speak English. Able to effectively model reading techniques, describe, and use formal speech patterns. Must appreciate reading and be able to act as a positive and supportive role model. Post-secondary education, formal or informal, is a definite asset. Tutors must have excellent time management skills and be able to work independently and in a group. Tutors must be receptive to guidance regarding best practices and able to participate in self-evaluation and guided learning.

Reporting Structure: Tutors report to their Team Leaders regarding programming and to their Educational Consultant regarding support in academic areas.

Expected Results: Students' literacy skills are enhanced, and reading scores improve. Tutors help to increase the students' self-confidence and build an appreciation of literature.

Day/Time Requirements: M-F, 2-3 hours, once per week. There will be approximately 10 hours of optional/mandatory training provided throughout the school year.

For more information, please contact Carolyn Rankin-Boutin at
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