

2. Volunteer Position Description: Reading Tutor

- **Position Title:** Volunteer Reading Tutor
- **Organization:** PPLA PCS
- **Location:** On site
- **Reports To:** PPLA PCS Team
- **Purpose:** To support students in developing essential reading skills, including fluency, comprehension, and vocabulary. Volunteer tutors help foster a love of reading and build students' confidence in their literacy abilities.
- **Key Responsibilities:**
 - Work one-on-one or in small groups with assigned students (specify grade level, e.g., early elementary, grades 1-3).
 - Read aloud with students and listen to students read aloud.
 - Assist with phonics, sight words, and vocabulary development activities.
 - Engage students in discussions about texts to improve comprehension.
 - Utilize provided reading materials and program guidelines.
 - Create a supportive and engaging environment that encourages reading.
 - Track student progress and provide feedback to the supervising staff member.
 - Maintain confidentiality regarding student information.
 - Adhere to all organizational policies and procedures.
- **Qualifications/Skills:**
 - Strong reading and comprehension skills.
 - Clear communication and good listening skills.
 - Patience, enthusiasm, and a passion for reading.
 - Ability to connect with and motivate students.
 - Reliability and punctuality.
 - Willingness to undergo any required background checks.
 - Experience working with children or in education is a plus.
- **Training & Support:**
 - Orientation session covering organizational mission, policies, and role expectations.
 - Training on effective reading strategies and program materials (if applicable).
 - Regular check-ins and support from the supervisor.
- **Benefits:** Help a child discover the joy of reading; make a significant difference in a student's educational journey; gain experience in literacy instruction; be a positive role model.