



# Idanr • Learning Disabilities Association of Niagara Region

## Reading Rocks Program Volunteer-Tutor Description Fall 2021

<b>Position:</b>	Reading Rocks Volunteer-Tutor
<b>Reports to:</b>	Program Facilitator and Literacy Coordinator
<b>Time Commitment:</b>	Monday and Wednesday 6-7 pm <u>OR</u> Tuesday and Thursday 6-7 pm. This means you will tutor for 2 hours each week and will need approximately 1 hour of prep time each week.
<b>Start date:</b>	Training begins October 4 <sup>th</sup> * or October 5 <sup>th</sup> , 2021 and programs begin October 18 <sup>th</sup> ** or October 19 <sup>th</sup> , 2021
<b>End date:</b>	December 9 <sup>th</sup> , 2021
<b>Locations:</b>	Microsoft Teams
<b>Length of Commitment:</b>	The volunteer-tutor will commit to 8 weeks for the Winter 2021 program. The volunteer-tutor is eligible to continue for subsequent sessions with approval from the Literacy Coordinator.

\* The training will take place on October 4<sup>th</sup> for tutors who wish to participate on Mondays and Wednesdays. The training will take place October 5<sup>th</sup> for tutors who wish to participate on Tuesdays and Thursdays. Training lasts approximately 3 hours.

\*\* The program will start on October 18<sup>th</sup> for volunteers who wish to participate on Mondays and Wednesdays. The program will start on October 19<sup>th</sup> for volunteers who wish to participate on Tuesdays and Thursdays.

\*\*\* Tutors must be available **both days** (M/W OR T/Th) at the specified times.

### Position Summary

For a full description of the LDANR's Reading Rocks Program, please visit our website [here](#) or email us at [info@ldaniagara.org](mailto:info@ldaniagara.org).

The position of the Reading Rocks Volunteer-Tutor supports the Learning Disabilities Association of Niagara Region's literacy program for children and youth with learning difficulties. This one-on-one literacy program is designed to motivate and help children in Grades 1-8 gain confidence and academic success in reading and writing. It is also designed to help facilitators and volunteers gain knowledge and experience in working with children who experience difficulties learning essential literacy skills. Therefore, this position is responsible for developing and implementing an appropriate and effective individualized literacy program to meet the child's individual literacy needs.

## Responsibilities

The Reading Rocks Program Volunteer-Tutors will develop and implement appropriate and effective individualized literacy programming to meet the unique literacy needs of each student, including the following tasks:

- Engaging, creative, and interactive activities and games in the areas of literacy: phonics, sight words, fluency, reading/listening comprehension, spelling, grammar, sentence structure, and more to provide assistance to their assigned student struggling with literacy skills;
- An informal literacy assessment on the first day of program (pre-assessment) as well as on the last day of program (post-assessment);
- Provides a positive learning environment to invoke self-motivation for the child as they develop phonological awareness and processing skills;
- Educates the child on how their unique learning needs affect how they understand and use information and how this ultimately affects their ability to learn as well as ways they can use their unique learning style as a strength;
- Provides regular positive feedback on the student's progress to instill self-motivation and self-confidence in their academic development;
- Fills out session reports after the tutoring sessions to track the children's progress;
- Communicates with the child's caregivers on a regular basis to keep them informed of child's progress;
- Assists the Program Facilitator if need be.

## Program Requirements:

- Attend tutor sessions
- Attend training sessions
- A reliable device with a working microphone and web camera
- A reliable internet connection or access to one
- Must track progress and set goals with the program participant
- Must complete session reports (and timesheets if you need your hours documented for school, work etc.)

## Qualifications and Skills Required

Eligible candidates for the Reading Rocks Volunteer-Tutor position include individuals who are 16 years of age or older prior to starting the volunteer position.

Additional requirements and assets include:

- **Police Vulnerable Sectors Clearance** valid within the past year **(\*required if 18+)**;
- Completion of the **Accessibility of Ontarians with Disabilities Act (AODA) Training Module** – [Click here for link to access](#) **(\*required)**;

- Previous experience working with individuals with learning disabilities and/or children (asset);
- Familiarity with Microsoft Teams platform (asset).

Volunteers should demonstrate:

- Excellent verbal and written communication skills;
- The ability to work independently and as part of a team;
- Organizational skills, responsibility, patience and reliability;
- And the ability to meet deadlines within a specified timeframe.

## Benefits

Will develop skills related to the association:

- Understanding the functions and roles of LDANR;
- Identifying and utilizing community resources;
- Gaining understanding of the issues and needs of the client;
- Gaining proficiency in online tutoring and Microsoft Teams software;
- And increased knowledge of Learning Disabilities and AD(H)D.

## Support Provided

Training for this position will be provided at the orientation session prior to programs commencing. In addition, the Program Coordinator is available on an ongoing basis to answer questions and provide assistance and support. The Program Facilitators will be available online at all times during the tutoring sessions to assist the volunteer-tutors as needed. Volunteer-tutors will also have full access to our resources for supplies, tools, games, etc. that would be useful for tutoring sessions.

## Application Procedure

Please complete a **Volunteer Intake Form** at  
<https://ldaniagara.org/get-involved/volunteer-intake-form/>

Any inquiries regarding this opportunity can be sent to **Emily Eichner, Program Coordinator** at  
[eeichner@ldaniagara.org](mailto:eeichner@ldaniagara.org).

*We thank all who apply; however, only those selected for an interview will be contacted. No phone calls please. For more information about LDANR, please refer to our website [www.LDANiagara.org](http://www.LDANiagara.org).*

*The Learning Disabilities Association of Niagara Region is committed to our Accessibility and Accommodation policy. We welcome and encourage applications from individuals with disabilities. Candidates taking part in all aspects of the recruitment and selection process are encouraged to communicate needs for accommodation and we will partner with you to meet those needs.*