

## **ENGLISH AS A SECOND LANGUAGE (ESL) TUTOR**

Volunteers will gain a personal sense of satisfaction knowing they contributed greatly to the lives of newcomers through English language support. Volunteers will help clients thrive as they expand their language and literacy skills.

### **SUMMARY OF POSITION**

As a literacy volunteer, you will work one-on-one with a client to help build their reading and communication skills in a supportive, encouraging environment. This includes simple reading exercises to strengthen phonics, casual English conversation practice, interactive activities, and the use of learning tools provided by staff. Your support will play a key role in boosting the client's confidence and helping them develop essential language skills for everyday life.

### **DUTIES AND STANDARDS OF PERFORMANCE**

- Meet once a week with clients
- Utilize specific tactics to support the clients according to their needs (staff will support with identifying client needs and provide tactics)
- Adjust teaching strategies-based client's English level and needs
- Support the client with reading and writing
- Meet client at CIWA or in the community (i.e., at a local library)
- Ensure that professional approach is aligned with CIWA values
- Demonstrate a high level of initiative and enthusiasm
- Maintain confidentiality at all times
- Uphold a consistent regular and consistent volunteer schedule
- Ensure high level of patience and understanding is instilled

### **QUALIFICATIONS**

- Ability to work and one-on-one
- Strong communication and writing skills
- Teaching/facilitation experience is an asset
- Second language is an asset
- Think of one more qualification
- Patience gentle flexibility ability to adapt

### **If interested please contact:**

Volunteer Program: Debra Colley

Direct Line: 403-517-8830 E-mail: [volunteer@ciwa.org](mailto:volunteer@ciwa.org)