

Volunteer Tutors - Home Work Club

Purpose: To provide support to the communities of Scarborough to run after- school program for children of grades 2-8. The clubs run along the school year. Tutorials are a part of Community Development, which will encourage children not only to complete their home-work and assignments, but also to improve their writing skills.

Reports to: ANC Coordinator

On Tuesdays at **The Hub location (2660 Eglinton Ave. East & Brimley) 416-847-4173**

On Wednesdays at **Scarborough Village location (3600 Kingston Rd. at Markham Rd.) 416-847-4177**

Requirements:

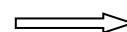
- Availability on Tuesday / Wednesday evenings from 4:00-6:00 pm.
- Commitment for **twelve weeks**.
- Completed SCHC Volunteer Program onboarding mtg. + Complete online training modules
- Signed Confidentiality Oath / Conflict of Interest Forms
- A parental consent form signed (if you are 14-17 yrs. old)
- Completed clear Police Reference Check for volunteers 18 yrs. old or older, or willing to obtain

Desirable Skills:

- Good organizational, interpersonal and communication skills
- Ability to work independently and collaboratively in a team
- Sensitivity and awareness of cultural, racial, economic and socially diverse communities
- Ability to build and maintain local community relationships
- Oral and/or written fluency in other languages relevant to the community the program serves is a definite asset
- Ability to transport, including lifting/carrying/pulling up to 25lbs of equipment between multiple sites.

Responsibilities:

- To help children in small groups with homework, reading, writing and 'thinking' activities.
- To be respectful of the different learning abilities of children and to focus on their strengths and interests to help them with their learning needs.
- To notify the 'tutor coordinator' if unable to attend one week.
- To sign the Volunteer Sign-in sheet for each session.
- To participate in the focus group evaluations to give feedback and recommendations.
- Assist community members to engage in identifying needs and current barriers to home work and tutorial programs and services.
- Gather and compile data from residents & service providers for use in program planning and development.



- Assist to motivate residents and create awareness to fully participate in the Home Work Club.
- Assist with event planning, organizing and outreaching residents to participate
- Maintain current information and material resources for residents
- Perform other duties as assigned that are reasonable within the scope of the volunteer role.

Education and Experience:

- Demonstrated knowledge, skills and abilities in administration either attained from a degree or diploma from an accredited University or College program or through an equivalent level of experience is an asset.
- At least a year's experience within a community setting in relation to home-work, tutorial or any educational activity would be an asset.

Location:

Scarborough Village Community Centre - 3600 Kingston Rd.
(Markham Rd. and Kingston Rd.)

OR

The Hub- mid-Scarborough, 2660 Eglinton Ave. East,
(Brimley and Eglinton).

Benefits:

- Learning about the diversities of social interactions.
- Exposure to diverse cultures, languages and ethnicities.
- Sharing your special skills.
- Newcomer bonding.
- Opportunity to enhance social, communication and leadership skills.
- Chance to serve the local community.
- Learn about resources.
- Get the appreciation and affection of kids in the community.
- Be a role model for children.