

ENGLISH FOR SPEAKER OF OTHER LANGUAGES (ESOL) VOLUNTEER Job Description

The ESOL volunteer helps the teacher divide the class into small learning groups and offers students more individualized instruction. Volunteers also give students a chance to interact with native speakers of English, an opportunity that may not be available to them outside the classroom. Volunteers act as conversation partners, rehearse dialogues, correct students' written work, set up individual learning plans for those with special interests and/or needs, and lead small group activities.

Qualifications:

- Must speak and write English with a native-like fluency;
- Has the desire and ability to share and communicate with persons who may be of different cultural, language and socio-economic backgrounds;
- Willingness to cooperate with teacher in designing and executing lesson plans; and
- Sensitive to individual student needs and interests.

Duties:

- Leads small group work by implementing teacher's lesson plan;
- Observes and learns selected ESOL techniques from the teacher;
- Circulates among students and assists those who need help during teacher-directed activities;
- Discusses lesson plans and students' progress with the teacher;
- Works with individual students who have been absent or who need extra help;
- Participates in role plays, dialogues, teaching of songs, and any other activities where two-teacher activities are better than one;
- Attends volunteer orientation training; and
- Notifies teacher if s/he is going to be absent or late.

Commitment

- At least two hours per week.