Prep 100 Tutor

Summary
Prep 100 tutors work in partnership with learners to provide tutoring in basic math, reading, writing, and digital literacy skills. Tutors and learners meet in a structured, class-like environment designed to foster learning and growth.

Responsibilities
- Follow all current Washtenaw Literacy and Washtenaw Community College guidelines for COVID-19 safety
- Follow Washtenaw Literacy guidelines for effective tutoring
- Dedicate 1.5-2 hours once or twice weekly at a scheduled time, meeting at Washtenaw Community College.
- Perform assessments with learners as needed.
- Tutor one or more learners based on need.
- Develop sessions tailored to meet the specific goals of each learner.
- Be flexible to accommodate learners' specific needs and requests during sessions.
- Complete the required semester update form.

Successful Traits
- Willingness to learn and teach digital skills, if needed.
- Familiarity with job search techniques (helpful but not required).
- Ability to draw connections between tutoring and everyday lives
- Flexibility to adapt to learners' unique needs.
- Understanding and patience for learners who may face challenges in engaging with the material.

Training
- Required modules (click here for descriptions and details):
  - Foundations of Adult Literacy
  - Scaffolded Session Planning
  - Reading Comprehension
  - Washtenaw Literacy Program Orientation
- Recommended: Optional professional development workshops offered throughout the year

Benefits to the Volunteer
Tutoring with Prep 100 offers the opportunity to connect with diverse individuals from the community, each with unique educational backgrounds and needs.

To learn more, visit www.washtenawliteracy.org or email Jaime at merritt@washtenawliteracy.org

Tutoring at a Glance

- Duration: Minimum of 1 semester (4 months)
- Time commitment: 1.5 - 2 hours per session + preparation
- Age: Must be 18 or older
- Supervision: Program Coordinator

Tutor Handbook, click here.

Tutor Objective
To partner with an adult learner or learners to pursue their personal goals by improving their ability to understand, speak, read, and write basic English and do math through customized, research-based tutoring.

Our Values
We work to advance equity in our community. As tutors, we commit to self-reflection and growth in our own cultural beliefs, values, and biases. We work to integrate diversity, equity, and inclusion in our tutoring.

WASHTENAW LITERACY

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