

# Volunteer Tutor



## Position Description:

Norwood offers a safe and inviting learning environment for volunteer tutors to meet with students. Students range from elementary age children to adults. The volunteer tutor spends one on one time with the individual interested in improving in a specific subject. The tutor will set goals with the individual, provide support during a one hour weekly session, and offer feedback to the family about their progress. Often materials will be provided by a teacher, learning aid or specialist, although additional resources are welcome.

## Commitment:

- 1 hour/week excluding holidays
- Tutoring times will be based on both the volunteer's and the student's availability
- Duration ranges from 3 months to 1 year and can continue based on volunteer's availability

## Areas of Interest

- English Reading & Writing
- English as a second language (speaking)
- French
- Math

## Roles:

- Meet on a weekly basis for 30 minutes – 1 hour with student
- Set goals with student based on their needs and skill level
- Work though homework with student with a positive and supportive attitude
- Provide a summary of what was worked on each session to parents (if necessary)

## Requirements:

- Completed application
- Police Information Check
- Child Intervention Check
- High School Diploma
- Knowledge of the English language and area of interest
- Strong communication skills

## Benefits

- Great work experience
- Annual volunteer appreciation event
- Supervisor can be used as a reference in the future
- Gain experience working with people

To apply for this opportunity, please contact the volunteer coordinator  
[sharleneo@norwoodcentre.com](mailto:sharleneo@norwoodcentre.com)

**Closing Deadline:** Applications will remain open until needs are met

The volunteer coordinator will contact you with more details about the application process.

**Norwood Child & Family Resource Centre**  
9516 – 114 Ave, Edmonton, Alberta T5G 0K7