



THE VOLUNTEER CENTER

of BROWN COUNTY



Reading Coaches for Kids Volunteer Description

Title: Reading Coach

Location: Brown County elementary schools

Reports to: Teacher or other designated staff and
Volunteer Center Literacy & Volunteer Services Manager

Reading Coaches for Kids Mission Statement: The mission of the Reading Coaches for Kids program is to provide Brown County elementary schools with volunteer tutors to help students improve their literacy skills.

Objective:

Assist children in grades K-5 with reading readiness skills. The volunteer will also act to enhance self-esteem and confidence in the student through patience and encouragement.

Duties and Responsibilities:

- Assist K-5 students in reading, writing and other literacy-based skills through the direction of the teaching staff.
- Commit to a consistent schedule, a minimum of one hour per week for at least one school year.
- Let the school office know if you are unable to attend the regularly scheduled assignment, and advise the teacher of any planned future absences.
- Provide feedback to the school staff about the students' progress.
- Serve as a positive role model and encourage students' desire to learn.
- Communicate any issues to the staff you work with or to the Reading Coaches Coordinator.
- Attend the orientation and training and read all materials in the training binder.
- Complete a volunteer application and background check by following the procedures that are in place with the school district.
- Document your hours spent reading with students following the procedures explained in the training. Procedures may vary by school district.

Qualifications:

- Enjoy working with children and possess a desire to help them learn

Time commitment:

- Minimum of one hour per week, minimum of one school year.