



POSITION TITLE:	Literacy Tutor	REPORTS TO:	Education Manager & Volunteer Services Coordinator
SCHEDULE & HOURS:	One-hour 2x a week	TIME COMMITMENT:	3-6 months

OPPORTUNITY SUMMARY:

Tacoma Community House enrolls hundreds of students per school quarter in our English Language Acquisition (ELA) classes. These classes help adults improve their English listening, speaking, reading, and writing skills. We have classes all year-round, Monday through Thursday, at various times in order to accommodate students' schedules. Classes go from Level 1 (basic) to Level 6 (intermediate). By learning the language in a supportive, welcoming environment, students gain the confidence to use English in everyday situations.

As an ELA Literacy Tutor, you can help build a space for students to gain supportive, tailored studying help.

QUALIFICATIONS:

- Preferred some experience working in education either as a teacher or paraprofessional
- Preferred experience with tutoring or working with ELA students
- Passion for the mission and vision of Tacoma Community House
- Ability to build rapport with diverse groups of people across the community from different social, cultural, economic, and educational backgrounds.
- Deep respect and compassion for underserved communities
- Patience and ability to meet students where they are

KEY RESPONSIBILITIES:

- Attend a onetime literacy training
- Assist students with homework help
- Administer TCH's scripted ready curriculum and other literacy related tasks as directed by instructor

- Create a supportive space for students to practice English and prep them for success in their classes and with testing

STEPS FOR APPLICATION:

If you are interested in participating as a Literacy Tutor, please email our Volunteer Services Coordinator at americorps2@tacomacommunityhouse.org or fill out our inquiry form on our website here.

We Are a Welcoming Workplace

Diversity, Inclusion, Empowerment, and Belonging are an integral part of who we are – our history, our culture, and our identity. These values lead us in our operations as we strive to build and nurture a workforce that reflects the communities we serve and connects to each other in our dedication to equity and social justice.

Tacoma Community House (TCH) is committed to increasing the diversity of its staff and clients and to strengthening sensitivity to diversity throughout the agency. In our relationships with staff, our participants, and our community, TCH does not discriminate on the basis of race, color, sex, religion, creed, age, national origin, marital or military status, sexual orientation, gender identity, the presence or perception of any sensory, mental, or physical disability, genetic information, or any other status or characteristic protected by local, state, or federal law. Applicants in need of accommodation are encouraged to call (253) 383-3951.

Tacoma Community House is an equal opportunity employer.