



## **Volunteer Tutor, Community Site Support**

Volunteer Tutor Reports to Volunteer Manager and site-based Education Support Coordinator

**Mission:** We transform the lives of students impacted by homelessness and housing instability with personalized tutoring and academic support while advocating for their families as they navigate the educational system.

With personalized academic support and advocacy, Brightlane Learning empowers students experiencing housing insecurity and homelessness to become full participants in a learning journey that leads to a brighter future.

**Summary:** Volunteer tutors will provide academic support to students experiencing homelessness or housing instability at a shelter, transitional housing, or community center. Tutors will perform a variety of academic and social emotional learning exercises as guided by onsite Brightlane Learning staff. Tasks include supporting students as they complete writing prompts, educational games, reading, and homework as needed. Tutoring is facilitated in group settings with other students, volunteers, and staff in attendance. Tutoring sessions strive for one-on-one support. We serve students in grades K-12. Academic topics are determined by the needs and assigned homework of the student.

### **Essential Skills Required:**

- **Flexibility:** Due to instability, students and families will move in and out of our partner locations. This role requires working with different students, grade levels, educational topics, occasionally multiple students, and participating in professional development opportunities as needed.
- **Patience:** All kids can be energetic, tired, disengaged, or overly enthusiastic at times! Additionally, we recognize that Brightlane Learning students are experiencing additional stressors that may contribute to behavior and focus. Occasionally Social Emotional Learning or non-educational games will take priority during our sessions.
- **Willingness to Learn New Things:** Volunteer Tutors do not have to be experts in every topic. This role requires learning on the job, navigating academic resources, and attending informational workshops as needed.
- Must be dependable and punctual
- Must be a reliable communicator
- Treat others with dignity and respect
- Basic understanding of reading, writing, and math concepts

### **Training and Supervision:**

- Complete online orientation, which includes training of the following items:

- Brightlane Learning Mission and Vision
- Understanding of Homelessness and housing instability
- How Brightlane Learning illuminates futures
- Attend in-person volunteer training, which includes training on the following items:
  - Site and shift assignment details
  - Trauma Informed Care
  - Resource and Curriculum overview
  - Growth Mindset
  - Policies and Procedures

**Time Commitment:**

Tutoring shifts are in one-hour sessions with start times ranging from 4-6:30 pm. We ask for a commitment of one shift per week, Monday- Thursday or the duration of at least one semester. Regular Brightlane Learning tutoring takes place during the academic calendar year, August-May.

**Benefits:**

- Positively impacting the Indianapolis community
- Experience working with kids
- Exercise your brain and learn new skills
- Increased understanding of social issues and services
- Build your social skills and expand your community with individuals who share a common interest