



## **Volunteer Tutor, K-8 School 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.

**Summary:** Volunteer tutors will provide academic support to students experiencing homelessness or housing instability at a school partner location during designated school hours. 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 classroom work. Tutoring is facilitated in group settings with other students, volunteers, and staff in attendance. Tutoring sessions strive for one-on-one support. K-8<sup>th</sup> school site tutors will be assigned to a reoccurring grade level. Academic topics and areas of focus are determined by students' case plans and personalized learning goals.

### **Essential Skills Required:**

- **Flexibility:** Due to housing instability, Brightlane Learning students experience high rates of truancy. Additionally, school schedules are subject to change due to testing or other factors. This role requires working with different students, 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 9 am –2 pm. We ask for a commitment of one shift per week, Monday- Thursday for the duration of at least one semester. Regular Brightlane Learning tutoring takes place at school partners September-May.

**Benefits:**

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