Importance of Tutors to the Library

The Adult Literacy Program provides reading, writing and English-speaking instruction to adults in Solano County. Volunteer tutors are key to helping the library provide these services to the hundreds of adult learners currently being served in Solano County.

Tutor Roles

One-on-one: Tutoring one adult student
Small group: Tutoring 2 or more adult students with similar levels and goals
Online Tutors: Provides single or small group instruction via an online platform

Tutor Qualifications

- No teaching experience necessary.
- Confidence in your own reading and writing skills.
- Age 18 or older.
- Willingness to help others, patient, reliable, considerate, respectful, flexible, friendly, optimistic.
- Having a sense of humor is helpful!
- Have a Solano County Library Card.

Training

- 3-part training series covering the basics of tutoring and available resources.
- Solano County required volunteer trainings.
- Literacy Staff and mentors are available to discuss student progress and to problem-solve.

Time Commitment

- A minimum commitment of six months of tutoring is requested.
- Complete 18-20 hours of tutor training prior to being matched with a student.
- Meet with your student twice a week for about 1½ hours each time in person or via online platform.
- Any lesson planning and preparation needed prior to tutoring sessions.

Tutor Duties

- Meet regularly and punctually with your student in the library, other public place or in an online platform such as Zoom or Facetime.
- Plan and conduct lessons focused on your students' goals, needs, and interests. An example of student goals are: reading to their child/helping their child with school, communicating with health providers, get a job/promotion, getting a Driver's License or Diploma, passing the Citizenship Test.
- Recognize your student's achievements and provide positive reinforcement and encouragement.
- Complete simple, online monthly reports.
- Participate in student Goal Planning Sessions with your student and Literacy Program Assistant.
- Provide feedback to and use your Literacy Program Assistant as a resource.
- Share information about the literacy program with your friends, family and community.

Types of Students

Reading & Writing Students

- Native English speakers who want to improve reading & writing skills.
- Second language learner adults, whose first language is not English, who want to improve their English reading & writing skills.

Listening & Speaking Students

- English as a second language (ESL) adults who want to understand and speak English.

Confidentiality
Respect your student's privacy and the relationship you have with them.

Value to the Volunteer
Satisfaction in contributing to the quality of life of the student and their family, making a difference in your community, an opportunity to raise awareness of values, cultures and lifestyles different from your own; an understanding of strategies to teach listening, speaking, reading and writing.