

## VOLUNTEER DESCRIPTION

### Youth Education

**Program Description:** After-School Homework Clubs focus on meeting the educational needs of low-income children from the Beverly community. The elementary-school-age students meet Monday, Wednesday and Thursdays from 2:30pm-4:00pm. The middle-school-age students meet Monday, Tuesday, Wednesday and Thursdays from 3:00pm-5:00pm. Volunteer tutors provide mentoring and educational support. Homework Club follows the school year calendar

**Position Title:** Youth Education Tutor

**Reports to:** Youth Coordinator

**Position Hours:** Elementary School Homework Club: Monday, Wednesday or Thursday 2:15pm-4:00pm, Middle School Homework Club: Monday, Tuesday, Wednesday or Thursday 2:45pm-5:00pm

The volunteer shift is one day a week. Volunteers may choose more than one day. Volunteers are required to commit to a 12 week session.

#### Volunteer Position Overview:

- Volunteers will provide educational 1:1 or small group support to students.
- Volunteers will provide a positive and supportive environment in which the student can reach their full potential.
- Volunteers will provide mentoring and assistance with students' homework.

#### Volunteer Requirements:

- Volunteers must have a high school diploma or be currently enrolled in a high school program.
- Volunteers who are in their senior year or second half of their junior year will be considered based on academic excellence.
- A successful Homework Club tutor has high energy, patience, and understanding—and enjoys spending time with kids!
- Volunteers must be flexible and have great communication skills.