

Spring 2021 New Tutor Training Schedule



Due to COVID-19, we have altered our training format from in-person classroom training to a combination of online, self-paced modules and synchronous Zoom sessions.

To register or with questions, please visit:

web: www.LVBangor.org/volunteer **email:** Info@LVBangor.org **phone:** 207-947-8451

Step 1 *Assess digital learning & tutoring considerations*

Do I:

- have at least intermediate digital literacy skills?
- have good time management?
- work well independently?
- solve problems independently and creatively?

Am I comfortable:

- communicating with a student in a variety of ways (i.e., phone, text, email, etc.)?
- using a tool, like Zoom or Skype, to share/teach remotely?
- learning new ways of using instructional resources to help someone learn?

Step 2 *Create your free account and complete an online, self-paced course*

Volunteering in a Literacy Program (approximately 2 hours) at proliteracyednet.org/lvbangor.

Step 3 *Complete your Volunteer Application*

Download fillable PDF from our website and return by email, or contact us to receive a paper form by mail.

Step 4 *Register for Volunteer Orientation*

Monday, March 15 from 6 – 7:30 PM via Zoom

Objectives:

- learn about Literacy Volunteers of Bangor
- understand the tutor role
- program-specific information (applications, assessments, procedures)
- policies outlined in Tutor Handbook
- and identify resources and support available throughout the training

Step 5 *Choose your Training Track*

Basic Literacy (BL)	English Language (ELL)
<p>Helping an adult improve his or her reading does not require an education degree. It does require patience, flexibility, and the desire to help transform an adult's life through literacy.</p>	<p>Teaching a person to speak and read English doesn't require that you know their language. You just need the patience and desire to teach language, reading skills and cultural differences.</p>
<p><u>March 15 – April 26</u></p> <p>ProLiteracy Online Course <i>Basic Literacy Tutor Training</i> (approximately 10-14 hours)</p>	<p><u>March 15 – April 26</u></p> <p>ProLiteracy Online Course <i>ESL Tutor Training</i> (approximately 10-14 hours)</p>
<p><u>Wednesday, March 31 from 6 - 7:30 PM</u> <u>via Zoom</u></p> <p><i>The Connection Between Literacy & Poverty</i> with Mary Marin Taylor</p>	<p><u>Monday, March 29 from 6 - 7:30 PM</u> <u>via Zoom</u></p> <p><i>Profiles of English Language Learners</i> with Nancy Connor</p>
<p><u>Wednesday, April 7 from 6 - 7:30 PM</u> <u>via Zoom</u></p> <p><i>Learning Differences & Learning Disabilities</i> with Claire Levesque</p>	<p><u>Monday, April 5 from 6 - 7:30 PM</u> <u>via Zoom</u></p> <p><i>Cultural Competency</i> with Nancy Connor</p>
<p><u>Monday, April 26 from 6 – 7:30 PM via Zoom</u></p> <p>Wrap up: tips for building rapport with a student virtually, review of next steps</p>	

Step 6 *Obtain your training materials*

We strongly suggest, but do not require, the textbooks *Tutor 8* for Basic Literacy and *I Speak English*, 5th Edition for English Language tutors. These books are useful for volunteers both during training and throughout involvement as a tutor.

These are available for purchase at \$25 and may be picked up at the Literacy Volunteers of Bangor office by appointment, or may be ordered at newreaderspress.com/teacher-resources for \$23 plus tax and \$7 shipping. Alternately, you may borrow a copy for the duration of the training. Supplementary materials will be provided electronically to all training participants.

More about the online training modules:

This training was developed by ProLiteracy, a leading resource and champion for adult education and literacy worldwide. Literacy Volunteers of Bangor is one of over 1,000 member organizations in the U.S. and 32 countries worldwide that provide adult literacy instruction, including 11 in Maine. You will need to create a free account on ProLiteracy Education Network at proliteracyednet.org/lvbangor.

What do the online modules cover?

Basic Literacy (BL)	English Language (ELL)
<ol style="list-style-type: none">1. Introduction to Literacy2. Working with Adult Literacy Learners3. Introduction to Literacy Instruction4. The Lesson Plan5. Assessment, Goal Setting, & Evaluation6. Alphabetic and Word Study7. Fluency8. Vocabulary9. Reading Comprehension Skills and Strategies10. Writing Composition and Mechanics11. The Language Experience Approach12. Getting Started	<ol style="list-style-type: none">1. Introduction to English as a Second Language2. Working with Adult ESL Learners3. Introduction to ESL Instruction4. The Lesson Plan5. Assessment, Goals Setting, & Evaluation6. Vocabulary7. Conversation8. Pronunciation9. Grammar10. Reading11. Writing12. The Language Experience Approach13. Getting Started

ProLiteracy Education Network Tips:

- Prior to logging in for the first time, watch these short videos:
 - [How to Create a ProLiteracy Education Network Account](#) (5:28)
 - [Navigating ProLiteracy Education Network's New Look](#) (2:12)
- Once you access a resource (curriculum, material, video) for the first time, it will appear in *My Stuff*.



To register for the training or with questions, please visit:

web: www.LVBangor.org/volunteer **email:** Info@LVBangor.org **phone:** 207-947-8451