

JOB DESCRIPTION FOR LEARNING CENTER PRESENTER

LITERACY COALITION OF CENTRAL TEXAS – THE LEARNING CENTER

Summary: A program of the Literacy Coalition of Central Texas, The Learning Center is committed to providing quality instruction to our Adult Education Students. We are currently looking for enthusiastic volunteers to do one-on-one tutoring with our students in math, language, social studies, science, computer skills and job skills.

Literacy is more than how to read, it is also about having the skills to finding a career that is fulfilling and pays a living wage. At The Learning Center, our goal is to arm our clients with these skills, such as being able to navigate the new tech-savvy job market, writing an eye-catching resume or cover letter and receiving their High School Equivalency certificate. The instructors and volunteers at The Learning Center work one-on-one with clients on a tailored lesson plan that helps them reach their goals.

As a Presenter at The Learning Center, you will assist students in reaching their full potential by sharing your expertise with them! Whether it be nutrition, meditation, resume writing, your career path, etc., we would love for you to share something that you do well that can help motivate and inspire our students.

Essential Duties and Responsibilities:

- Present a topic to TLC students that you are interested in or are an expert in
- Provide a welcoming environment for students

Requirements:

- Must be encouraging and patient
- Must be comfortable working with a diverse population
- Enthusiastic about sharing your expertise with others

Time Commitment:

- 1 to 2 hours
(Class times: M-Th 9 a.m. -3 p.m.,
5:30 p.m.-9 p.m.)

Benefits:

- Knowing you are helping someone reach their full potential
- Gain experience in Adult Education and Public Speaking
- Volunteer Community Hours
- Getting to know people in your community

SIGN UP TO VOLUNTEER: willread.org/volunteer

Thank you for being part of our team!