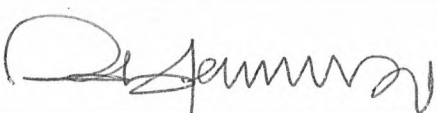


VOLUNTEER POSITION DESCRIPTION — Library Language and Literacy Tutor

Position title	Library Language and Literacy Tutor
Responsible to	Programs Co-ordinator
Position status	Volunteer
Availability	1 - 1.5 hours
Commitment	Regular – once a week
Requirements	National Police Certificate Ochre Card
Position description approved	

Primary Objective

To support and empower adult participants of the Alice Springs Public Library's Read, Write and Chat program to develop the English language and/or literacy skills they need to meet self-identified goals.

Key Responsibilities

1. Plan tutoring activities based on the goals and interests of learners.
2. Meet regularly with an individual learner to support the development of speaking, reading, writing and learning skills in a non-judgemental and encouraging manner.
3. Liaise with library staff about learners' needs.

Delegations

Nil

Supervisory Responsibilities

Nil

Selection Criteria

1. English language proficiency.
2. Good communication and listening skills.
3. Excellent interpersonal skills with the ability to effectively engage with a diverse range of community members.
4. Ability to work in a cross-cultural environment.

5. Good organisational skills.
6. Recent National Police Check and current Ochre Card.

Training and induction

Orientation to the Public Library and subsequent specific orientation to the position will be provided.

Volunteer Vision

Alice Springs Town Council values the important role of volunteers in encouraging social cohesion, bringing positive change, and fostering a true sense of community across Alice Springs.

Volunteering plays a valuable role in sustaining healthy, resilient communities and contributes significantly to the quality and vibrancy of our society.

Volunteer's Signature: _____

Date: _____

Volunteer's Name: _____