

### Adult Literacy Program

Program Coordinator: Sarah Cooley

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Program Associate: Eugenia Rogers

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**Objective:** Teach reading and writing to adults (ages 18 and older) who lack basic literacy skills (read anywhere from grade levels 0-8); teach reading, writing, math, science, and/or social studies to adults working toward a high school equivalency (GED or HiSET) diploma

#### Services:

- **Size:** One-on-one tutoring & small group classes
- **Frequency:** 1.5 to 2 hours twice per week
- **Schedule:**
  - In person: Monday-Thursday between 9:30 am and 12:30 pm OR Monday-Thursday between 5:30 pm and 8:30 pm.
  - Remote: Based on tutor and student availability
- **Location:** In Person (1905 Chapel Hill Road, Durham, NC 27707) & Online
- **Needs:** Volunteers are needed to provide one-on-one tutoring for beginner and intermediate readers, beginner and intermediate math students, and high school equivalency students.
- **Reading Curricula:**
  - Beginner (0-3<sup>th</sup> grade reading level)—Wilson Reading System  
**Tutor Training for Beginner Readers: August 13 and 15 (6-9 pm) & August 17 (9-3 pm) ALL IN PERSON**
  - Intermediate (4-8<sup>th</sup> grade reading level)—STAR: Evidence Based Reading instruction  
**Tutor Training for Intermediate Readers: Mid September; Exact dates TBD (3 hours total + 1:1 meeting with staff)**
  - Advanced (9+ grade reading level)— GED- and HiSET-approved textbooks and online learning platforms  
**Tutor Training for Advanced Readers: Mid September; Exact dates TBD (3 hours total + 1:1 meeting with staff)**
- Tutors must be able to commit to at least 6 months of tutoring. We are not bound to the same start and end dates as the other two programs.
- We ask that tutors take and report attendance weekly, either online via a Google form or via paper at the DLC.

## ESOL Program

(English for Speakers of Other Languages)

Program Coordinator: Joan Zec Nelson  
[joan@durhamliteracy.org](mailto:joan@durhamliteracy.org)  
(919) 489-8383 x25

Program Associate: Chris Hall  
[chris@durhamliteracy.org](mailto:chris@durhamliteracy.org)  
(919) 489-8383 x33

**Objective:** Teach English language skills to non-native English adults. Help students understand cultural differences and find resources for education and work.

### Services:

- **Size:** Class size varies (5-20)
- **Schedule:** Teach at least once per week for 1.5-2 hours; most classes meet Monday-Thursday 6:30pm- 8 or 8:30pm. We also have several morning classes.(M-Th)
- **Location:** **In Person & Online.**
- **Curriculum:** The ESOL program is large. We provide group classes rather than 1:1 instruction. Our textbooks are published by Oxford and Cambridge Press. We also use the Burlington English online learning platform and other resources. Classes focus on reading, writing, speaking and listening and preparing students for jobs or post-secondary education. Classes are free. Students have the opportunity to attend a variety of classes 4 days a week.
- **Language:** We teach only in English. It is NOT necessary to speak a second language. All instruction is in English.
- **Needs:** We need new committed tutors every semester. All new tutors must attend our 12-hour tutor training: August 13 and 15 (6-9pm) ONLINE and August 17, 2024, 9-3 pm INPERSON.
- Tutors must be willing to commit to teach in person/online once a week from September 3--May 15, 2024.
- In addition to teaching, we ask tutors to take attendance and write quick notes of what they covered for the next night's tutor. We also need substitute tutors to fill in for regular tutors.

### Other ESOL opportunities

- **After** group class positions are filled, 1-on-1 tutors are occasionally needed. We also welcome volunteers who can help students with specific careers.

### Youth Achievement Program (YAP)

Program Coordinator: Brice Hudson  
[yap@durhamliteracy.org](mailto:yap@durhamliteracy.org)  
 (919) 489-8383 x28



**Objective:** Teach and mentor youth (ages 16-24) who are studying for high school equivalency (GED or HiSET) diplomas in the subjects and test-taking strategies needed to earn the diploma

**Services:**

- **Size:** tutoring pairs (volunteer with 1 to 2 students)
- **Schedule:** Mon & Wed or Tue & Thu, Shifts are 9 am - 11 am or 11 am - 1 pm
- **Frequency:** Weekly for 1.5 hour tutoring session(s). We are asking for a full semester commitment.
- **Location:** In Person
- **Curriculum:** English series which helps adult learners build reading, writing, vocabulary, and comprehension skills with contextualized nonfiction and fiction passages. Math series which takes a 3-step approach to mathematics learning. Concepts are broken down to focus on one skill at a time to help students overcome learning obstacles and develop math confidence.
- **Training:** English 14.5 hr self-paced basic literacy training/Math 3 hr self-paced; 1 hour individual orientation for new tutors by appointment; please call or email program staff to arrange date and time
- **Needs:** Volunteers are needed to tutor 1 to 2 students in subject areas: English, Math, Social Studies, and Science

### Other Opportunities

contact  
 Annette Gibbs  
 Director of Educational Programs,  
[annette@durhamliteracy.org](mailto:annette@durhamliteracy.org)  
 (919) 489-8383 x26

**Reception Desk:**

Greet visitors and provide information and guidance as needed

**Computer Literacy:**

Help teach computer literacy skills to DLC students.

**Board Sub-Committees:**

Join a sub-committee (e.g., Fundraising, Teaching + Learning, Resource Development, Technology)

**Special Projects:**

Event planning, fundraising, outreach, publicity, office help, facility workdays, etc.