



VOLUNTEER JOB DESCRIPTION: Tutor
Reports to: Education Program Manager

Organization Mission

Belong!'s mission is to demonstrate God's love in action by providing or facilitating access to services that empower and equip the underserved in our community through education, community engagement and other essential services.

Job Summary

Belong! tutors work with the same one or two students throughout the semester or school year for 90 minutes weekly (includes snack time). Tutors develop relationships with students, building confidence in their academic skills and perseverance. A typical tutoring session includes homework time for older children and phonics time for the younger ones, reading practice or story time, math games, and a board game to finish.

Students are in grades K-6 and nearly all are English language learners. Most are behind grade level in reading and math and greatly benefit from small-group or individual help.

Schedule:

One weekday afternoon (Tues or Thurs): 3:30 – 5:00 pm

Duties and Responsibilities

- Provide continual tutoring and support to the same one to two students for the week, focusing on academics (particularly reading and math) as well as some fun and enrichment activities.
- Show energy and enthusiasm for working with children.
- Come prepared. Choose from a Belong!-provided online list of math and reading activities/games and arrive early to find supplies and be ready to work with student(s).
- Be a positive role model by listening and modeling good behavior.
- Help set up and clean up, as needed.

Requirements:

- Strong interest in elementary school students and helping them advance in academics and build confidence.
- Enjoy working with children.
- Weekly availability (except for emergencies), and able to arrive and depart on time.
- Follow our safety and policy procedures, including wearing masks at all times while

indoors.

- Minimum age of 16.
- Background check (paid for by Belong or in some cases FCPS).

Benefits:

- Opportunity to interact, and build relationships, with fascinating and diverse elementary school age children and to transform lives.
- Snacks.
- An opportunity to join a passionate community of volunteers who are committed to Vienna and our Northern Virginia community.

Time Commitment:

One day per week (Mon-Thurs), 3:30 – 5:00 pm. We ask that volunteers commit for a one semester or a full school year.

Evaluation:

Evaluation is a two-way street. We will provide feedback during your experience, and we encourage you to do the same.

Thank you for being a part of our team! We couldn't do it without you.