



Agreement for Volunteer ESOL Tutors

Responsibilities of the Tutor

- Agree to a 6-month commitment
- Participate in the tutor training (9 hours of workshops + 6 hours of observations)
- Read Culture Gram of your learner's country
- Follow up with in-service training programs
- Arrange regular sessions with your learner
- Identify the learner's needs and difficulties
- Meet with learner for an hour or more once a week
- Establish a working relationship with your learner
- Determine the learner's interest and plan activities
- Tell the learner when they are doing well in an area
- Obtain feedback from the learner on a regular basis
- Keep in touch with Volunteer Tutor Coordinator on a regular basis regarding number of tutoring hours, changes in schedule, address or phone or any problems

Responsibility of ILI (Coordinator of Volunteer Tutors)

- Provide appropriate tutor training (pre-and in-service)
- Match tutors with suitable learners after the training
- Follow-up on tutor/learners match-ups
- Provide on-going support and assistance
- Intervene if problems should arise
- Facilitate access to resource materials

I agree to fulfill my responsibilities as stated above

Volunteer Tutor

Coordinator of Volunteer Tutors

Volunteer Tutor Name (printed)

Date