



## VOLUNTEER CONVERSATION GROUP HOST - ADULT ESOL (REMOTE)

(Sept 2021)

Please note that our office is currently closed due to the Covid-19 pandemic but we continue to provide our services remotely. *For all 2021 volunteering opportunities, we will be working remotely until further notice.*

**Education Services Program:** Education Services offers a wonderful opportunity for someone interested in immigration, education and social justice to join a team dedicated to supporting immigrants and refugees in meeting basic needs and successfully integrating into their new communities and economies. This is a great opportunity for someone to make a positive difference in the lives of adult immigrants, to learn new skills and to gain a deep appreciation for a diverse range of cultures. Education Services provides learning opportunities through ESOL (English for speakers of other languages) classes, ESOL conversation groups, citizenship tutoring, individualized career coaching, and computer literacy classes. The ability to build relationships with a diverse range of people is key for any role in this program.

Rian Immigrant Center is currently recruiting volunteer conversation group hosts to support our immigrant student community and provide space for them to practice their English language skills. ***Volunteers are NOT required to be native English language speakers or US citizens.*** It is preferable that they are familiar with the language learning process and/or the experience of living in a foreign culture or within 2+ cultures simultaneously, as this promotes empathy for our students' lived experience.

**TIME COMMITMENT:** 2-4 hours/week during morning, afternoon or evening hours (between Monday and Thursday); which includes time hosting the conversation group, and student communication and lesson preparation outside of class.

**IMMEDIATE OPENINGS:** Volunteers needed for ESOL 1, 2 and 3 classes (during time slots listed above - full list of current openings provided when you apply).

**HOW TO APPLY:** Please email [volunteering@riancenter.org](mailto:volunteering@riancenter.org) indicating your interest and availability and complete our online application form which can be found [here](#) (this online form also allows you to attach a copy of your resume, which is encouraged).

### **Duties/Responsibilities:**

- Host group or individual English conversation classes for adult English learners of diverse cultural backgrounds and language skills
- Prepare and facilitate conversational lessons on various daily-life topics in which pronunciation, vocabulary, grammar and syntax practice are embedded
- Engage each student verbally to strengthen spoken English proficiency



- Encourage students' independent language learning outside of the classroom; provide tools and strategies as needed
- Communicate with students via WhatsApp
- Record student attendance
- Build community; foster a welcoming, safe environment where adult English learners can relax into the learning process and develop their language skills and cultural knowledge
- Communicate with students' ESOL instructors and/or Director of Education to refer students for additional services as needed
- Meet with other conversation group hosts and Director of Education and/or ESOL instructors in monthly team meetings

**Skills/Qualifications:**

- Adult ESOL teaching or tutoring experience, preferred (required for Level 1 beginner class)
- Excellent verbal and written communication skills
- Expertise with Zoom, Google Drive, email
- Intercultural sensitivity and openness to a variety of worldviews, cultures and beliefs
- Comfortability teaching adult English learners of various language proficiency levels
- Fluency in English (native fluency *not* required)
- Strong personal commitment to anti-racism

***The Rian Immigrant Center is an Equal Opportunity Employer and strongly encourages candidates of diverse backgrounds and language***