

Skokie Public Library

Community Engagement Department

Position: English Language Learners (ELL) Volunteer Tutor

Major Objective: To assist Skokie Public Library patrons improve their English conversation skills.

Duties and Responsibilities:

Tutors will work one-on-one with individuals to acquire better English language skills.

Tutors will use appropriate materials to meet the students' listening, speaking, and communication needs.

Qualifications and Requirements:

- Strong desire to help adults become more comfortable with speaking English
- Sensitivity to cultural differences
- Patience, understanding, flexibility, and a positive attitude
- Outgoing personality, ability to meet a challenge with enthusiasm
- Fluency in English

Supervision: The Community Engagement Librarian is responsible for the oversight of the volunteer tutor

Orientation and Training: Library-wide-general orientation for volunteers

Work Schedule: Very Flexible. Day and time to be determined by the library's need and the volunteer's availability.