

Reading Success Program



Volunteer Reader Job Description

Position Title: **Volunteer Reader**

Supervisor: Volunteer Coordinator, Reading Success Program, United Way of Lake County

Objectives:

- To increase interest in reading.
- To assist 1st, 2nd, and 3rd graders in developing language, comprehension, and listening skills.
- To participate in a widespread community initiative collaborated by the United Way of Lake County, Waukegan School District, and other partners.

Responsibilities:

- Commit to a minimum of 40-60 minutes per week for one school semester.
Volunteers can work individually or in teams of 2-4 people who take turns covering a weekly session.
- Attend a short training session before working in classroom
- Read to small groups of children during class' daily block of reading time. Teacher chooses appropriate books to be read and the groups of children.
- Fill-in a short log listing books read.
- Direct any questions or concerns to the Reading Success volunteer coordinator.
- Notify the Reading Success volunteer coordinator in advance if you are expecting to be absent. In the event of an unexpected absence, call the volunteer coordinator as soon as possible so that a replacement reader may be found. If volunteer is a member of a team working together in one classroom, the volunteer should first attempt to find another member of the team to read on that day.
If a reader consistently neglects his/her responsibilities, the volunteer coordinator will seek to make other arrangements with the reader or to dismiss his/her services.

Qualifications:

- Ability to read and write the English language.
- Interest in and comfort working with 1st, 2nd, and 3rd grade students.

Orientation and Training:

- Readers attend a training session before being assigned to a classroom.
- The volunteer coordinator is always available to discuss and to address any concerns. Appointments with teachers and reading specialists can also be made.
- To ensure the needs of the readers are met, the volunteer coordinator will act as a volunteer advocate.

Benefits:

- Making a difference in children's lives by helping them develop a love of reading.
- Assisting children in developing vocabulary, fluency, comprehension, and listening skills.
- Readers receive relevant experience for careers in education, childcare, and literacy related fields.

For more information contact Sue Baehr, Volunteer Coordinator, Youth Success Program, United Way of Lake County, sue.baehr@uwlakeco.org or 1-847-775-1032.