

VOLUNTEER POSITION DESCRIPTION

Worthington Libraries

Title: **English Conversation Group Assistant**

Location: Old Worthington Library (820 High Street)

ABOUT THIS POSITION:

The Library offers an English Language Conversation Group (ECG) for adult learners with basic English skills. A volunteer is needed to sit in with small breakout class groups and help moderate the conversation derived from that day's lessons, making sure all participants get a chance to talk.

The atmosphere is informal and the participants, who come from around the world, are enthusiastic.

Knowing another language is not required as we speak only in English.

POSITION REQUIRES:

- Proficiency in spoken English
- Ability to communicate well with individuals and small groups
- Ease in a teacher/leader type role
- Patience and good interpersonal skills
- AVAILABILITY: Wednesdays from 7-8:30 pm.

TIME INVOLVEMENT: The ECG typically meets for 10-12 weeks and then breaks for several weeks. The ideal volunteer would be able to commit to approximately 2 hours weekly on Tuesday afternoons during class sessions. Vacations, illnesses, etc. are expected and will be accommodated.

TRAINING:

Volunteers will receive a library tour and orientation with the Outreach Services/Volunteer Coordinator and will be trained in volunteer responsibilities by the Adult Services librarian convening the ECG.

IF INTERESTED, please contact:

Erin Buerk, Outreach Services

820 High Street

Worthington, OH 43085

614.807.3639

ebuerk@worthingtonlibraries.org

An individual who poses a direct threat to the health and safety of himself/herself or others in the workplace will be deemed not qualified for this position.