

ENGLISH CLASS VOLUNTEER – Austin/Dallas/Fort Worth, Texas

world relief[®]
TEXAS

*In-person and virtual classes available in Fort Worth, Virtual classes only in Dallas and Austin

Goal

English Class volunteers help teach and support English Language Learners among World Relief staff and other volunteers in a classroom setting (in person or online) with the goal of all program participants achieving self-sufficiency through language integration.

Primary Duties and Responsibilities

In-person:

- Lead ELI class – *includes a 4-week training period for those with little to no experience teaching a class.*
- Assist with setup and breakdown
- Contact students regarding attendance via WhatsApp
- Review (staff-prepared) lesson plans and prep any needed material for class
- Provide students with homework and/or review materials after class via WhatsApp

Virtual:

- Lead ELI class online via Zoom – *includes a 4-week training period for those with little to no experience teaching a class.*
- Contact students regarding attendance via WhatsApp
- Review (staff-prepared) lesson plans and prep any needed material for class
- Provide students with homework and/or review materials after class via WhatsApp

Secondary Duties and Responsibilities

- Complete all onboarding steps in the Volunteer Portal:
 - Background Check – 5 mins
 - E-Learning – 45 mins
 - Complete [ESL Tutoring E-Learning Course](#)
- Review confidentiality statement and policies in the National Volunteer Handbook
- Log hours in the Volunteer Portal
- Report any concerns or conflicts to the Volunteer Coordinator

Time Requirements & Location

Volunteers are asked to commit to teaching at least one day each week for a semester. Volunteers will be able to renew or step away from their commitment at the end of each semester. Volunteers can serve more than one day a week if desired. In-person classes are held in south Fort Worth near crossroads Campus Drive & E Seminary Drive. *The exact address will be given upon onboarding completion.* Virtual classes are held online via Zoom.

Skill & Qualification Requirements

- Comfortability with cross-cultural engagement
- Passion for teaching and working with refugees and other immigrants
- Proficient reading and writing skills
- Basic technological skills (downloading and using different apps, communicating through email, working on a computer, etc.)
- Suited to work on a team and be a team player

Orientation & Training

- Volunteers are required to complete general onboarding as well as World Relief ESL training, which is assigned by the Volunteer Coordinator.
 - *If you are ESL accredited, you are not required to complete World Relief ESL training.*
- If there is no previous ESL or teaching experience, the volunteer will be offered a 4-week training period with an ELI teacher.
 - The volunteer will shadow the ELI class for 4 weeks.
 - The volunteer will lead a class in the 4th week while the ELI teacher shadows them. Week 4 will determine if the volunteer is ready to teach on their own.

How to Apply with Links

You can apply for this role by visiting <https://worldrelief.org/texas/get-involved/volunteer-application/>. For questions about this role, please email volunteertexas@wr.org.