

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

*In-person and virtual classes available in Dallas & Fort Worth, Virtual classes only available in 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 [Adult Education Basics 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

- 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.