



## **Adult Education Assistant - ESL VOLUNTEER POSITION DESCRIPTION**

### **BACKGROUND AND PROGRAM SCOPE**

Neighborhood House helps diverse communities of people with limited resources attain their goals for self-sufficiency, financial independence health and community building. At Neighborhood House, we have a deep commitment to valuing our employees', volunteers', and clients' diverse experiences and backgrounds, which guide our work for a more equitable future.

Currently the Family Resource Center at Neighborhood House – High Point has a few adult clients that have a varied amount of adult learning needs. Some examples include:

- Adult ESL Level 2-4 learners that need assistance with vocabulary, diction, and conversation.
- Adult Education students ESL level 4+ studying for GED completion, or other higher general education classes at Seattle Colleges, or other related Adult Education programs (Math, English/Writing, etc.).
- Adult Clients not in ESL programs, seeking assistance with vocabulary practice, or educational assistance around medical certificate programs such as CNA, ECE, Home care, etc.

The goal is to provide virtual, on-call assistance, or to create a regular schedule for clients and volunteer to be able to connect virtually.

### **RESPONSIBILITIES**

- Provide on-call ESL assistance, or provide regular scheduled ESL assistance to connect and support clients.

### **TIMEFRAME**

Time-frame will be mutually agreed upon

### **LOCATION**

Remote

### **APPLYING**

Anyone interested in volunteering for this position should complete our [Volunteer Inquiry Form](#) so that we can learn more about you.

### **Vaccine Requirement**

All Neighborhood House employees and volunteers must be fully vaccinated (and submit completed documentation) from COVID-19 by October 18, 2021. New Employees must meet this requirement, prior to their start of employment, effective immediately. Please see this [FAQ document](#) for more guidance on the new vaccine mandate.

For questions about this, or any other Neighborhood House volunteer positions, contact Neighborhood House Volunteer Services at [nhvolunteers@nhwa.org](mailto:nhvolunteers@nhwa.org).