# How do I become a VOLUNTEER TUTOR?

We are thrilled that you are interested in sharing your time to help another adult improve their literacy! We hope that if you decide to become a volunteer tutor you will find it very rewarding.

Let's get started!

## **Intake & Forms**



To start, you can call our office to set up an intake appointment & fill out forms or can click on the inquiry form link below & we will contact you once received. This information stays with us and is not shared with anyone. We do share some info like gender, ethnicity, and age with our grant funders for statistical reporting, but never any personal information. Please be sure to bring your ID with you to

the intake appointment!

### **Online Tutor Training**

We ask that all potential tutors complete the online tutor training provided by ProLiteracy® or Illinois Secretary of State (ILSOS). We can provide more information and instruction for whichever training you decide. After training is completed, we will set up a time for you to come to the office for additional program orientation.



### **Learner Matching**



When you feel ready to accept a learner our team will make the match! Be patient, sometimes we have learners on deck. Other times, we are waiting for learners. If you find that you are waiting, our office is your home! Feel free to borrow some of our materials, or we may even be able to arrange shadowing with other matches. Be sure to help promote the program in the community!

#### Grow!

Helping others is inspiring. We have no doubt that you will find the reward in helping other adults overcome their learning challenges, and perhaps learn more about yourself in the process! Our team is here to help you and your learner succeed.



... don't let anyone tell you otherwise!



Tutor inquiry Form:

https://forms.gle/JwViQwSsq5k6Bk516