



POSITION TITLE:	Study Zone Volunteer Tutor	REPORTS TO:	H4S Lead Case Manager & Volunteer Services Coordinator
SCHEDULE & HOURS:	Every other Thursday from 12:30pm-3:30pm	UPCOMING DATES:	11/21/2024 12/5/2024

OPPORTUNITY SUMMARY:

Study Zone Sessions are a way for clients currently participating in Tacoma Community Houses’ REACH program to build up their study skills and learn more about navigating online education. These sessions are on a rotating basis every other week, going over topics such as technology and website navigation, different ways to study, and homework support. Students are given a space to focus on learning and being able to take charge of their education.

As a Study Zone Volunteer Tutor, you will assist students in these preset lessons and help guide them to educational resources. You will help us in facilitating an open, academic space where students can gain support to become self-sustaining in their studies.

QUALIFICATIONS:

- Must be at least 22 years old
- Experience working in education either as a teacher or a paraprofessional **or** having successfully completed any 4-year degree
- Passion for the mission and vision of Tacoma Community House and our REACH Center program
- Ability to work with groups of young adults with various levels of barriers and with a variety of backgrounds

KEY RESPONSIBILITIES:

- Help set up and take down supplies, snacks, tables, and chairs for sessions
- Leading groups of young adults in preset lessons pertaining to navigating websites and various study skills
- Answering questions in relation to the lessons and facilitation homework help as needed

- Getting familiar with the resources we have and guiding students to them when needed
- Taking attendance
- Maintaining confidentiality with the students and with others
- Harboring a safe space and an educational environment for students to be heard and respected

STEPS FOR APPLICATION:

If you are interested in participating as a Study Zone Volunteer Tutor, please email our Volunteer Services Coordinator at americorps2@tacomacommunityhouse.org or fill out our inquiry form on our website here.

After processing your application, you will be asked to come in for an interview with the supervisors overseeing this role.

We Are a Welcoming Workplace

Diversity, Inclusion, Empowerment, and Belonging are an integral part of who we are – our history, our culture, and our identity. These values lead us in our operations as we strive to build and nurture a workforce that reflects the communities we serve and connects to each other in our dedication to equity and social justice.

Tacoma Community House (TCH) is committed to increasing the diversity of its staff and clients and to strengthening sensitivity to diversity throughout the agency. In our relationships with staff, our participants, and our community, TCH does not discriminate on the basis of race, color, sex, religion, creed, age, national origin, marital or military status, sexual orientation, gender identity, the presence or perception of any sensory, mental, or physical disability, genetic information, or any other status or characteristic protected by local, state, or federal law. Applicants in need of accommodation are encouraged to call (253) 383-3951.

Tacoma Community House is an equal opportunity employer.