



## MARION COUNTY LITERACY COUNCIL VOLUNTEER POSITIONS

### **Tutors**

Tutors are needed in Language Arts (reading, writing, and grammar), Math, GED preparation, and English for Speakers of Other Languages. Bilingual tutors welcome.

Tutors meet with students at our downtown office (south of the main post office) or elsewhere based on need.

#### **Tutor qualifications include:**

- Be at least 18 years old (under 18 with special exception)
- Have a high school diploma or equivalent (if under 18 must be in an advanced high school program, i.e. AICE, IB, etc.)
- Be able to read, write, and speak English effectively
- Be dependable and prompt, friendly, flexible, patient, optimistic
- Be able to relate well to a variety of different people with varied education levels
- Be understanding and sensitive to the student's situation, needs and goals
- Be able to maintain confidentiality
- Be able to act in a professional manner at all times while tutoring

### **Clerical**

We need volunteers to help with answering phone, making copies, and cleaning office

### **Committee Members**

Volunteers are needed to serve on any of the Marion County Literacy Council's finance committee, marketing committee or fundraising committee. (Equivalent experience in the area of interest required.)

Volunteer Hours  
Monday-Friday  
Contact for Hours

**FOR MORE INFORMATION ON THIS AGENCY, PLEASE VISIT THEIR WEBSITE**

<http://www.marionliteracy.org/>