

English Language Partners of Wisconsin, Inc.

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Agency Description

Since February 2004, English Language Partners of Wisconsin, Inc. at Gethsemane Lutheran Church has addressed the English language-learning needs of over 900 adult immigrants. We provide English conversation activities in a comfortable, safe environment where people communicate across cultures while learning from each other. Language learning takes place in small groups comprised of a fluent English-speaking tutor and one to three Latino immigrants. Their children are tutored through our Children's Learning Program.

Community Partner Requirements

- √ Interview (by phone; This initial interview is **required** before your first tutoring session. Only tutors who have interviewed before their first class will be placed with a student.)
- √ Orientation

Schedule: Hours per week 2

Classes meet Mondays, Tuesdays, and Thursdays, 6 to 8 p.m. between the above dates. **You may choose the dates that fit your schedule.**

Please look over the syllabi of ALL your courses. Note dates of exams and papers/projects due. THEN decide what dates you will volunteer.

Your first session begins at 5:30 for a 30-minute orientation, which is not included in your service hours.

The regular hours for tutoring are 6p.m.-8p.m. Please arrive early so that you begin your session promptly at 6p.m.

Description of Duties: Following oral and written instructions, tutors help immigrant adults improve their English Conversation skills.

Attributes required:

1. the desire to learn about people from other cultures
2. patience and empathy
3. fluent standard English
4. the discipline to listen to and read instructions and follow them
5. the responsibility to carefully read the weekly email announcements and to check the volunteer roster to make sure you are listed correctly
5. the responsibility to show up on the days you signed up for or CALL us if you have an emergency
6. the willingness to participate in a reflective evaluation process after each lesson and to allow those written evaluations to become part of the data for the measurable outcomes for the programs

Spanish language skills are not required. However, if you have them, please let us know.

The student waiting list for our classes is long. The number of people we call will depend on the number of volunteers signed up. Please sign up as soon as possible before the first day of class so that we know how many places we can offer.

IMPORTANT: This is a very flexible program for busy volunteers. However, once you choose the dates you want to work, students will be assigned to you on those days and will be waiting for you.

If you have to change your dates, we will accommodate you, as long as you let us know well in advance (no less than 48 hours) of your commitment.

In case of emergency the day of your commitment, you are required to CALL the school if you have to be late (past 6:00) or you have to cancel. An emergency is illness, car trouble, a crisis at work where your boss expects you to stay, or bad weather. Cancelling the day of your commitment for homework or studying for exams are unexcused absences.

Failure to call the school or cancelling the day of your commitment for reasons other than an emergency will result in a negative assessment on your service learning record.