



ADULT LITERACY SKILLS TUTOR: Volunteer Role Description

The Lloydminster Learning Council Association *(non-profit organization promoting life-long learning)*

Position: Adult Literacy Volunteer: reading, writing and numeracy tutor

Reports to: Executive Director and collaborates closely with the ELL Team Lead when necessary

Do you have a little time each week and a desire to help someone build confidence?

We are looking for volunteers to support adults in our community who want to improve their reading, writing, math, and/or basic digital skills to help them be successful in life.

What you'll do:

- Meet one-on-one with an adult learner (in person or online)
- Work at their pace on practical, everyday skills
- Encourage and support their progress in a relaxed, respectful environment

What you don't need:

- Teaching experience
- A background in education
- All the answers

We provide training, resources, and ongoing support.

What you do need:

- Patience and reliability
- Strong communication skills
- A non-judgmental, encouraging approach

Time commitment:

- Approximately 2-4 hours per week (flexible scheduling available), for at least 10 hours total.

Why it matters:

Improving literacy can change everything—employment opportunities, independence, confidence, and connection. Your time can make a real difference in someone's life.

Email Resume to:

hr@lloydlearningcouncil.org

Please put "Adult Literacy Tutor" in the subject line of your email

Applications will be accepted until a suitable candidate is found.

Only candidates to be interviewed will be contacted.

Thank you for your interest!