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| **Adult Literacy Program**  Program Coordinator: Gardy Perard [gardy@durhamliteracy.org](mailto:gardy@durhamliteracy.org)  (919) 489-8383 x26  Program Associate: Rebecca Schaffer [rebecca@durhamliteracy.org](mailto:rebecca@durhamliteracy.org)  (919) 489-8383 x27 | **Objective**: Teach reading and writing to adults (ages 18 and older) who lack basic literacy skills (read  anywhere from grade levels 0-8); teach reading, writing, math, science, and/or social studies to adults working toward a high school equivalency (GED or HiSET) diploma  **Services:**   * **Size:** One-on-one tutoring & small group classes * **Frequency:** 1.5 to 2 hours twice per week * **Schedule:** Based on availability, Mon-Thurs (9am-12pm & 4:30-8:30pm) * **Location:** 1905 Chapel Hill Rd., Durham, NC 27707 * **Reading Curricula:**   + **Beginner (0-4th grade reading level**) –*Wilson Reading System*: structured, multisensory,   phonics-based reading program   * + **Intermediate (4-8th grade reading level)-**- STAR: Evidence Based Reading instruction   + **Advanced (8+ grade reading level)--** GED-approved textbooks and supplemental material * **Needs:** Volunteers are needed to provide one-on-one tutoring for beginner and intermediate readers, beginner and intermediate math students, and high school equivalency students |
| **ESOL Program**  (English for Speakers of Other Languages)  Program Coordinator: Joan Zec Nelson [joan@durhamliteracy.org](mailto:joan@durhamliteracy.org)  (919) 489-8383 x25  Program Associate: Chris Hall  chris@durhamliteracy.org  (919) 489-8383 x33 | **Objective:** Teach English Language skills (reading, writing, listening and speaking) to adults who are non- native English speakers and/or recent immigrants  **Services:**   * **Size:** Class size varies (5-20) * **Schedule:** Teach at least once per week for 2 hours; most classes meet Monday-Thursday 6:30pm- 8:30pm, but we may have one or two morning classes depending on demand * **Location:** Classes meet at the Durham Literacy Center, El Centro Hispano, and East Durham Children’s Initiative. * **Curriculum:** Literacy**,** beginner, intermediate, & advanced classes that focus on preparing students for jobs, or further education though training and education * **Language:** It is NOT necessary to speak a second language. (Our students come from all different language backgrounds.) * **Needs:** Two tutors/instructors per class session using a team-teaching model; we also need substitute tutors to fill in for regular tutors   **Other ESOL opportunities**   * **After** group class positions are filled, 1-on-1 tutors are sometimes needed. Schedule depends on student, tutor, and room availability. Ideally, pairs meet twice/week for 1.5-2 hour classes. |

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| **Youth High School Equivalency Program**  (YHSE)  Program Coordinator: Amy Fee Garner [amy@durhamliteracy.org](mailto:amy@durhamliteracy.org)  (919) 489-8383 x13  Program Associate: Brice Hudson  brice@durhamliteracy.org  (919) 489-8383 x28 | **Objective:** Teach and mentor youth (ages 16-24) who are studying for high school equivalency (GED or HiSET) diplomas in the subjects and test-taking strategies needed to earn the diploma  **Services:**   * **Size:** One-on-one tutoring for pre-High School Equivalency (HSE) students; small group classes for HSE students * **Schedule:** Mon-Thurs from 9:30am to 12:30pm * **Frequency:** Weekly for 2.5 hour tutoring session(s). * **Location:** 1905 Chapel Hill Rd. * **Curriculum:** Pre-HSE and HSE texts plus online HSE and career/college planning resources; all lesson plans are prepared by staff for volunteer tutor use * **Training:** 1-2 hour individual orientation for new tutors by appointment; please call or email program staff to arrange date and time * **Needs:** Volunteers are needed to tutor one-on-one in Pre-HSE/HSE subject areas: Reading, Writing, Math, Social Studies, and Science |
| **Other Opportunities** | **Reception Desk:**  Greet visitors and provide information and guidance as needed  **Computer Lab Monitors/Assistants**:  Assist students in our public computer labs, which are open 9am to 12pm and 4:30pm to 8:30pm (flexible; opportunities vary based on student interest)  **Board Sub-Committees:**  Join a sub-committee (e.g., Fundraising, Teaching + Learning, Resource Development, Technology)  **Special Projects:**  Event planning, fundraising, outreach, publicity, office help, facility workdays, etc. |