

VOLUNTEER INFORMATION SESSION

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Program Manager



LITERACY VOLUNTEERS
CHARLOTTESVILLE / ALBEMARLE

Changing lives, one word at a time.

Our Mission

Literacy Volunteers of Charlottesville/ Albemarle (LVCA) is a nonprofit organization that promotes adult literacy through equitable, inclusive, free, confidential, one-to-one English and Citizenship tutoring.



Why Adult Literacy?

**48
Million**

Approximately 48 million adults in the US cannot read above a 3rd grade level

A mother's reading skill is the greatest determinant of her children's future academic success, outweighing other factors such as neighborhood or family income.

**Family
Literacy**



**53%
Proficiency**

Only 53% of immigrants are proficient English speakers



Our Goals

Enable adults
to reach their
potential
through
literacy



Train,
supervise, and
support tutors



Work
collaboratively
with
community
service
agencies



Continually
evaluate and
improve our
program to
provide quality
service



Our Students

401 Students

- 7% Basic Literacy
- 93% English for Speakers of Other Languages ESOL
 - 43 Countries
 - 36 Languages

Basic Literacy

Native English speakers who need help with reading, writing, or math



**Based on FY25 data*



LVCA Languages

34%

Spanish

18%

Dari/Farsi

12%

Northern Pashto

9%

Arabic

5%

Chinese and English



**Based on FY25 data*



LVCA Countries of Origin

Afghanistan

32%



Mexico

8%

Honduras

7%

Syria

6%

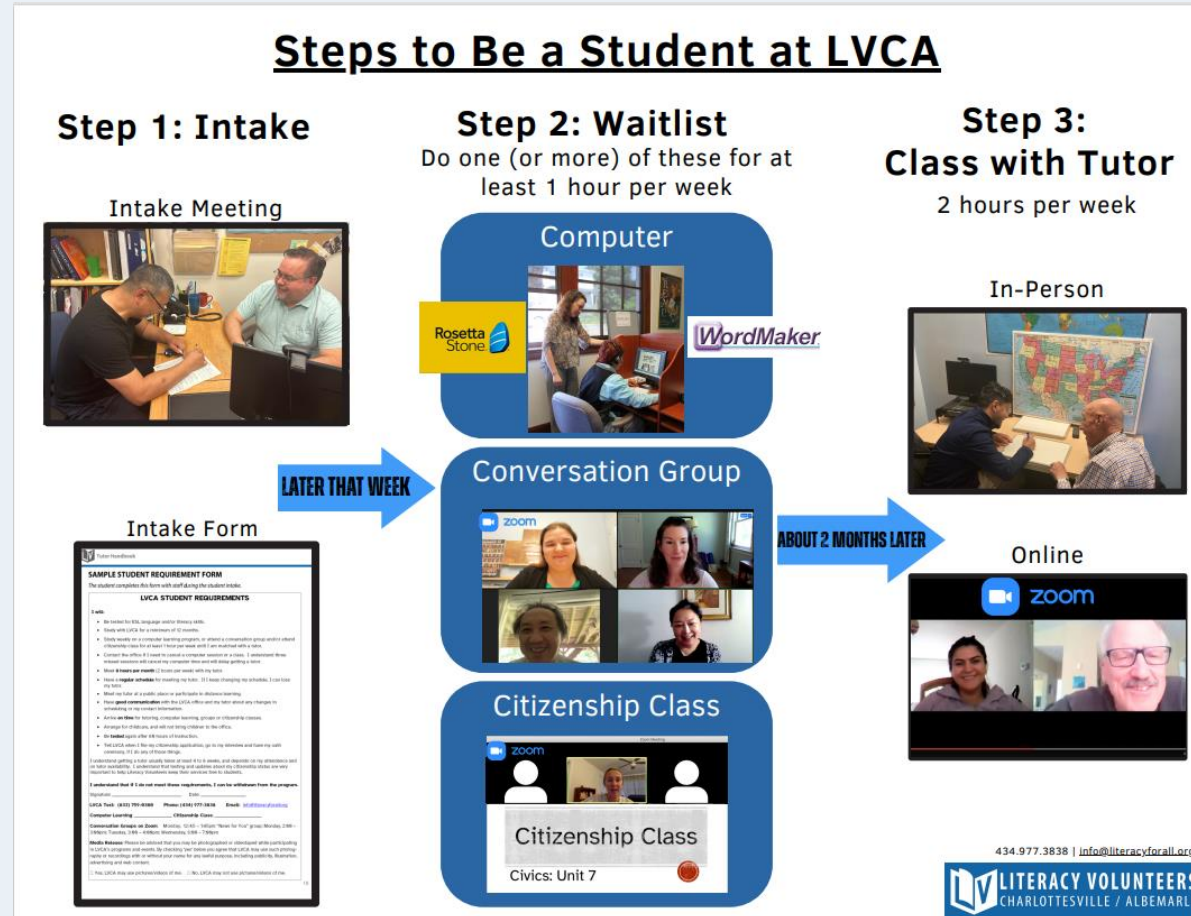
Colombia

5%

**Based on FY25 data*



Our Student Intake Process



Volunteering Opportunities



One-to-One Instruction

Small Group Instruction

Office Assistance

- Front Desk Support
- Data Entry

Events

Committees & Board of Directors



English for Speakers of Other Languages

Every level from
absolute beginner to
advanced speakers
and writers

Basic Literacy/High School Equivalency

Literacy for native
English speakers
or those working
on GEDs, etc.

Types of Tutoring

Citizenship

People preparing for
the USCIS
Citizenship Interview

Career Training

Certified Nurse Aide,
ServSafe, HVAC
technician and more



Our Tutors



Volunteer hours spent in
Class Instruction

213

*during FY2025

Our Tutors



Volunteer hours spent in
Conversation Group Instruction

279

*during FY2025

Our Tutors



Volunteer hours spent in
In-Person Tutoring Instruction

10568

*during FY2025

Qualifications

18 years of age or older

Solid reading, writing, & oral communication skills

Excellent listening & organization skills

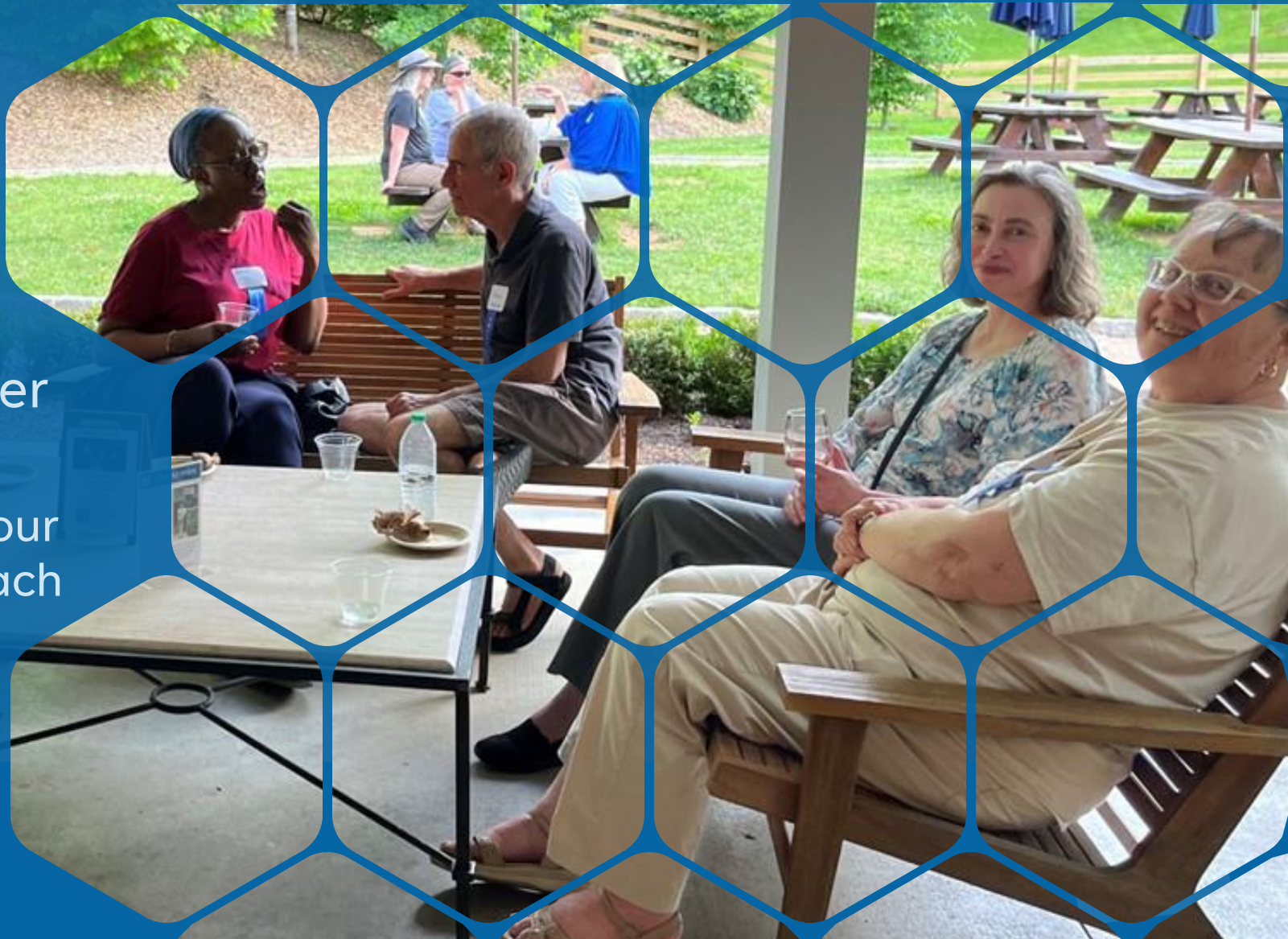
Patience & flexibility

Successful completion of background check



Expectations

- A year (12 months) of service
- Attend initial tutor training
- 8 hours of tutoring per month
 - Plus an additional hour of lesson planning each week
- Submit monthly progress reports



We provide



- Level-specific textbooks and supplementary resources for your assigned student
- Ongoing professional development workshops
- Opportunities to check in and connect with staff and other tutors
- Bi-weekly newsletters with tutor tips, resources, and other helpful information



Lesson A Listening

A Look at the picture. What do you see?

B Listen and point: ■ doctor ■ doctor's office ■ medicine
■ nurse ■ patient



44 UNIT 4

A Listen and repeat.

1. doctor 2. doctor's office 3. medicine 4. nurse 5. patient

B Listen and circle.



1. 4



©



2. a



1



3.4



5



4.2



1

Listen again. Check your answers.

Talk with a partner. Point to a picture. Your partner says the word.

Listen for and identify a patient's request UNIT 4 45





Opportunities
to connect



Opportunities to Learn

- LVCA Annual Mini-Conference
- Monthly Tutor Workshops presented by Staff & Volunteers
- Access to presentations from our partners like Virginia Adult Learning Resource Center (VALRC) and ProLiteracy



Tutor training content

1. Working with Adult Learners

2. Cultural Awareness

3. Working with English Language Learners

4. English Proficiency skills

5. Tutoring Strategies & Planning Lessons

6. Reporting

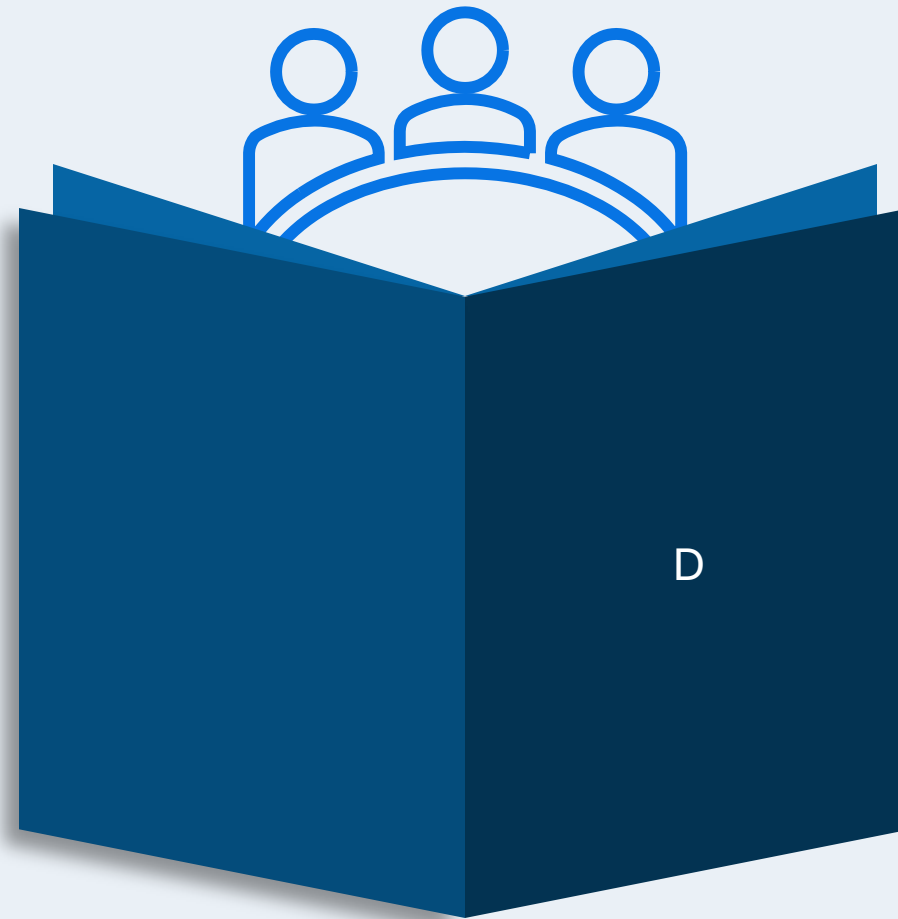
7. Getting Started with your student

8. and more!



Training options

- Classroom training in a group setting
- One and a half hours of pre-training work
- Five and a half hours, with lunch provided
- One-on-one match meeting after training



Virtual Option

- Two Zoom sessions, two hours each
- Asynchronous work between sessions
- One-on-one match meeting after training



Thank you for coming to the

Literacy Volunteers

Information Session

Questions?

www.literacyforall.org

