

# Help a new Kiwi

settle into Aotearoa New Zealand and learn English so they can communicate well in their everyday lives – in the community, at work or when studying.



## Are you...

- ✓ Interested in helping learners develop English skills and understand their local community?
- ✓ Culturally sensitive and accepting of diverse opinions and views?
- ✓ Able to communicate well in written and spoken English?
- ✓ Friendly, flexible and willing to take initiative?

## Volunteering is a fantastic opportunity

- ✓ Help refugees and migrants gain confidence in English and settle into New Zealand
- ✓ Meet people from other cultures and be aware of what it means to be a new New Zealander
- ✓ Develop an understanding of TESOL techniques (Teaching English to Speakers of Other Languages)
- ✓ Gain work experience and develop cross-cultural competencies (required in most workplaces)

### WHAT WILL YOU DO?

- ✓ Teach your learner English at their home
- ✓ Help them understand about New Zealand cultures and way of life

### **VOLUNTEER!**

Get in touch with your local centre:

[www.englishlanguage.org.nz/our-centres](http://www.englishlanguage.org.nz/our-centres)

# Job Description

## Volunteer ESOL Home Tutor

**OUR MISSION:** To provide English language skills and social support for effective resettlement of refugees and migrants in Aotearoa New Zealand.

### Your role

Assist your learner to gain confidence and language skills to

- ✓ communicate their everyday needs
- ✓ integrate well into their community or workplace
- ✓ work towards their goals of social participation, further study or employment

### We offer you

- ✓ Training, workshops and resources
- ✓ Ongoing support through regular contact
- ✓ Information and advice to assist you with your tutoring
- ✓ Our knowledge and experience as a community organisation involved in the refugee and migrant sector on a local, national and international level
- ✓ Our NZQA-approved, Level 3 Certificate in ESOL Home Tutoring

For other volunteering opportunities at English Language Partners, please talk to the centre manager.

### Your responsibilities

#### TO YOUR LEARNER

- ✓ Commit up to two hours a week to tutoring your learner, for at least six months
- ✓ Establish learning goals and regularly review these with your learner
- ✓ Plan and provide an informal, one-to-one, English language support programme. Your programme will assist your learner to develop the speaking, listening, reading and writing skills necessary to perform everyday tasks
- ✓ Reflect on your own and your learner's performance
- ✓ Help your learner understand the cultures and customs of New Zealand, including the Treaty of Waitangi
- ✓ Inform your learner of events, courses or other activities offered by English Language Partners and in the wider community
- ✓ Respect the confidentiality of your learner

#### TO ENGLISH LANGUAGE PARTNERS (ELPNZ)

- ✓ Commit to ELPNZ's values and Guiding Principles
- ✓ Complete the Certificate in ESOL Home Tutoring
- ✓ Attend a minimum of 80% of the course and complete all assessment tasks
- ✓ Participate in relevant, ongoing training (workshops, support meetings)
- ✓ Keep a written record of weekly lessons and report to your centre on your learner's progress
- ✓ Be involved in programme evaluations
- ✓ Take care of resources and return them promptly
- ✓ Contact the centre when you need help or advice
- ✓ Inform the centre when you intend to stop tutoring