



ADULT LITERACY PROGRAM – TUTORING QUICK FACTS

PROGRAM STATISTICS

- Typically about 200 students and 130 tutors are active each year
- At any given time, we have about 80 one-on-one pairs and 3-5 small classes
- Students range in age from 16-87
- About 70% are minorities and 30% have dependents
- About 34% of incoming students test at the 0-3rd grade level; 53% test at the 4th-8th grade level; and 13% test at a 9th grade level or above.

WHAT ARE THE QUALIFICATIONS TO BE AN ADULT LITERACY TUTOR?

You must be 18 or older and a high school graduate. Tutors must complete a 3-day, 9-hour Tutor Training Workshop at CFLC. Teaching experience is not required!

WHERE DO WE MEET WITH OUR STUDENTS?

We recommend that you have your first meeting with your student at the Literacy Council. Most pairs continue to meet here at the Council; the alternative is to meet at another public location convenient to you both, such as one of the library branches or a local church. It is against CFLC policy for pairs to meet in your or the student's home.

HOW LONG DO WE MEET WITH OUR STUDENTS?

We recommend that you meet with your student twice each week, for 1.5 hours each time. This can be adjusted based on your student's needs, but it is typical for our pairs.

HOW LONG DO WE WORK WITH OUR STUDENTS?

The time will vary according to each student's needs and his/her motivation to reach his/her goals. Some tutors work with students for two to three years or longer, while some only work with a student for a few months. If you reach a point where you feel the pairing or the progress level is not working for you, please contact program staff to discuss reassignment.

HOW DO WE MEASURE PROGRESS?

Periodic standardized assessments are given (usually once per year or after a minimum of 40 instructional hours). Staff will contact you when it is time for your student to post-test. These evaluations are important both to give your student some tangible measure of progress, and to receive grant funding. Informal assessments are also built into the skill books to check progress and retention, and staff will ask for periodic updates on student achievements and "real-life" progress.

If any of the above sounds daunting, remember: We offer excellent tutor training and provide continued support from the moment you become engaged with our program! Contact Nancy Woolley, Adult Literacy Program Director by email to nwoolley@cfliteracy.org, or by calling (910)251-0911 for additional assistance.