

Do you have a passion for the potential of local immigrants and an interest in making a difference? Volunteer with English At Large!

About English At Large

English At Large (EAL) is a nonprofit that provides individual and small group instruction through a volunteer network to adult immigrants and other newcomers who want to acquire English language skills as they adapt to life in the United States. Our vision is that newcomers to the United States will develop the English language skills and acquire the cultural knowledge needed to fully engage in their communities and fulfill their life goals.

English At Large Conversation Groups provide opportunities for intermediate to advanced English language learners to practice their speaking and listening in a supportive group setting. The program helps learners expand their vocabulary, improve their confidence and increase their understanding of American culture and expressions. Conversation Group facilitators work in teams to develop programming based on the needs and interests of the learners in their group, with training and support provided by English At Large staff.

Volunteer Conversation Group Facilitator Job Description

Responsibilities

- Commit to one full semester (1.5 – 2 hours per week, for 10 – 16 weeks) of a Conversation Group. Group semesters begin in September/October, January/February and June and are held in public spaces in various communities.
- Partner collaboratively with a co-facilitator to plan and lead a Conversation Group of approximately 8 to 15 participants
- Attend and participate in the 3-hour Conversation Group Facilitator training.
- Make the necessary preparations for each session using available resources. Plan and organize objectives, exercises, activities, etc. according to the needs and interests of the participants in your group.
- Facilitate conversations based on topics, themes, and ideas that participants deem important, interesting, and relevant
- Be on time, prepared, and organized for each group meeting
- Respect others and their confidentiality
- Follow English At Large policies and procedures
- Keep clear and accurate attendance records using Google Sheets.
- Reach out via telephone and/or email to group members prior to the start of the group semester.
- Complete program evaluations and periodic volunteer reports when requested.
- Ensure that all participants are officially registered for the group.

Desired Qualifications:

- Excellent communication and interpersonal skills
- Several years of experience speaking American English (i.e., must be familiar with idiomatic expressions, slang terminology, culture, etc.)
- Leadership skills and some experience in group work
- Awareness and understanding of the needs of non-native speakers of English
- Demonstrated initiative, creativity and resourcefulness
- Sensitivity to potential differences in culture
- Willingness to listen more than talk
- Desire to develop friendships with people of diverse backgrounds and cultures
- A good sense of humor

Benefits:

- Enhance communication, intercultural, interpersonal, leadership and teaching skills.
- Gain personal enrichment and knowledge through interaction with culturally diverse people.
- Increase understanding of issues related to the field of ESOL, and the challenges of local immigrant populations and other related issues
- Satisfaction in knowing that you are helping local people acquire the skills they need to participate in community life and achieve their life goals.

To apply: email English At Large at info@englishatlarge.org or call 781-395-2374