

## **Volunteer Position Description Reading Buddy**

**Position Summary:** As a Reading Buddy, you will be paired with an elementary-aged student to practice reading and early literacy skills. Through one-on-one reading time and engaging literacy games, you will encourage a shared love of reading and help a young reader gain confidence in their reading abilities. Reading Buddies will be trained to serve as reading mentors and will commit to weekly meetings at the Library with their reader over the course of a seasonal program session.

### **Essential Functions:**

Reading Buddy Volunteers will:

- Work with their assigned student to practice the mechanics of reading through one-on-one reading time.
- Engage in games and activities provided by the Library to support literacy development.
- Encourage a love of reading with their student and promote increased reading comprehension by engaging in discussions about shared books.
- Foster reader confidence through encouragement, support, and celebration of improvement.
- Maintain a positive, calm, and encouraging demeanor with their student.
- Proactively communicate questions, concerns, or availability issues with the Library's Youth Services & Outreach Manager.
- Uphold standards of privacy and confidentiality.

### **Qualifications:**

- Ability to interact dynamically with children
- Ability to remain composed during periods of frustration
- Ability to gain working knowledge of basic literacy development
- Ability to act as a representative of Cecil County Public Library

### **Preferred Experience:**

- Experience reading with children, whether personally or professionally

**Location:** Branch Location to Be Determined; Based on interest and availability

### **Time Requirements:**

- One hour per week during the seasonal program period:
  - Fall: October-December
  - Spring: February-April
  - Summer: June-August
- Training – 2 hour workshop prior to volunteering

**Enrollment Guidelines:**

- Volunteers must be 18+.
- Volunteers age 55+ are asked to enroll in the Cecil County Department of Community Services' AmeriCorps Seniors Program.
- Volunteers must agree to a background check (Provided and paid for by AmeriCorps Seniors and/or Cecil County Public Library).
- Volunteers must complete a Cecil County Public Library Volunteer Application.
- Volunteers must complete an in-person interview conducted by the Cecil County Public Library.

**Training and Supervision:**

- Mandatory orientation for new Reading Buddy Volunteers will be held at the start of each seasonal session.
- Library staff will be present during Reading Buddy sessions to provide support as needed.

**Application Deadlines:**

- Reading Buddy Volunteer applications are accepted on a rolling basis. To participate in an upcoming session, new volunteers should apply by:
  - Fall Session (October-December): August 30, 2024.
  - Spring Session (February-April): December 31, 2024
  - Summer Session (June-August): May 15, 2025

**Applications are available online at**

<https://www.cecilcountylibrary.org/about/volunteering>

Apply online or download and complete your application. Completed applications may be sent to [volunteer@cecilcountylibrary.org](mailto:volunteer@cecilcountylibrary.org) or dropped off to any branch of the Cecil County Public Library.

(Please Note: Current Reading Buddy Volunteers do not need to re-apply)

For questions, contact:

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