



Ongoing Volunteer Opportunities at Project Read

Project Read is able to touch hundreds of individuals each year because of people like you.

How you can help

- Volunteer! Ongoing positions and descriptions are listed below.
- Sign up to be a Donor, or donate a portion of your Amazon or Smith's purchases through AmazonSmiles or Smith's Community Rewards.
- "Like" and follow us on social media by searching @projectreadutah.

Volunteer Requirements

- Be at least 18 years of age, and have a HS diploma or GED equivalent
- Fill out a volunteer application and complete a volunteer orientation
- Conduct yourself as a mature, responsible adult at all times
- Respect the privacy and confidentiality of the students in our program
- Turn in Monthly Reports including tutoring and service hours, as well as keep us informed of your questions and progress

Tutor Volunteer — Meet one-on-one with an adult literacy student to improve English literacy skills, and Assist them in using their newly-learned skills to meet self-identified goals

Commitment

- Meet with your student for 3 hours each week for at least 6 months
- Prepare weekly lesson plans for your student
- Attend periodic trainings and skill-enhancement workshops
- Encourage your student keep commitments to test, update paperwork, and attend lab

Lab Volunteer — Assist the Project Read Literacy Specialist and teach in a small-group setting, and Help lab students with their personal writing and reading projects

Commitment

- Attend labs on a regular basis (Literacy Lab is held T–Th 12–2pm and 6–8pm, and Writing Lab is held Saturday 10am–12pm)
- Prepare and teach mini-lessons in a small group setting
- Attend periodic trainings



Office Volunteer — Assist the Office Manager with various projects as they arise

Commitment

- Respond to emails regarding current or upcoming projects that interest you

Samples of Previous Projects:

- Organizing resource materials
- Preparing new student/tutor orientation packets
- Alphabetizing, filing and updating student records
- Leveling books for the Project Read Lending Library
- Writing summaries for Project Read books

Events Volunteer — Support Project Read staff at various promotional, fundraising, and student/tutor events

Commitment

- 3+ months
- Assist in organizing, advertising, and/or preparing for Project Read events
- Assist at the event (if needed)

Samples of Previous Events and Tasks:

- BYU, UVU, and Community Volunteer Recruitment
- Annual Spelling Bee Fundraiser (September)
- Help manage information/volunteer recruiting booths
- Help make flyers and promotional publications
- Be an ambassador for Project Read and educate the community about our cause

What more can I do?

- Sign up to serve as an AmeriCorps VISTA (this is a one-year full-time commitment and is an amazing resume-building experience).
- Recommend Project Read to a friend who would either be interested in volunteering or a potential student who would benefit from our services.

***Please email us at info@projectreadutah.org including which volunteer positions you are interested in and we will respond with upcoming dates for our Volunteer Orientations.

Project Read wishes to thank you for your interest in helping fight adult illiteracy in Utah County.