



TUTOR INTERVIEW CHECKLIST

- Talk about **READ NB** and **your council's** background.
- Previous teaching experience is great to have but is **not necessary**, as full training is provided.
- **Explain the tutor onboarding process:**
 - Application Form
 - Interview
 - Two References
 - Police Records Check
 - Online Training – 13 Modules
 - Final Workshop
 - Match with a learner
- **These are the qualities we look for in a Tutor:**
 - Patience and Understanding
 - Attitude not Aptitude (Teaching degree is nice to have but essential. Learners are more interested in authenticity than qualifications)
 - Enthusiasm and Encouragement
 - Commitment: Minimum 6 Months to 1-year commitment
 - Complete Confidentiality
- **These are the qualities our learners look for in a Tutor:**
 - to be respected
 - to have their experience acknowledged
 - to be kind and encouraging
 - to not get frustrated with them
 - to be prepared
 - to be sincere
 - to be adaptable

ONLINE TUTOR TRAINING SERIES

Thirteen Online Training Modules:

- The Literacy Landscape
- Adults as learners
- Intro to Literacy Instruction
- Setting Goals
- Lesson Planning
- Alphabetics & Word Study
- Fluency
- Vocabulary
- Reading Comprehension
- Writing
- Language Experience Approach
- Getting Started – first few meetings with your learner
- Numeracy

What is expected of a tutor:

- Lesson Preparation
- Logging of lessons
- Twice (if possible) weekly lessons
- Minimum commitment of 1 year
- Ongoing Learner Assessment