LIBRARY ARTS AND HERITAGE

Reading Buddy – Role Description

Program Description
Reading Buddies assist Primary School aged children in the Dandenong area by providing English language and literacy support.

Role of the Volunteer
- Convey the message that reading/learning is a fun and valuable activity.
- Encourage effective learning habits.
- Assist children in practicing reading and English language skills.
- Be a caring, kind and friendly adult in the life of a child.
- Foster a safe and supportive environment that builds positive relationships.
- Provide conversational time and social support.

Values, Skills and Qualifications of Volunteers
- Passion for reading with the ability to encourage a value of reading in children.
- Competent in English language.
- Patience, tolerance, warmth and respect.
- A strong ability to provide a caring, kind and friendly presence.
- Interpersonal skills of humour, understanding and empathy.
- Demonstrated ability to work with children.
- Understanding and appreciation of our diverse community.
- An ability to keep all student information in the strictest confidence.
- Working with Children’s Check and Police Check (Council covers cost).

Application Process
Complete an Application Form
Interviews with Council’s Volunteer Co-ordinator and Children’s Literacy Project Officer
Apply for and then provide Police Check and Working With Children Check (Arranged by Council’s Volunteer Co-ordinator)
Reference Checks
Induction with Children’s Literacy Project Officer

Hours of work
Volunteers are required once/week, for 1 – 1.5hr hours. There are programs during school hours and after school.

Volunteer Commitment
A minimum commitment of at least one semester is required.