



Winnipeg School Division
WINNIPEG ADULT EDUCATION CENTRE
ADULT E.A.L. PROGRAM

Kensington Building

810-275 Portage Avenue
Winnipeg, Manitoba R3B 2B3

Telephone 204-953-1070

R. Moore
Principal

B. Magnusson
Vice Principal

The Adult EAL Program of the Winnipeg School Division is currently looking for classroom volunteers, to assist English as an Additional Language students.

Position Description: Helping students with EAL learning activities, including conversation groups.

Duties:

- Work in an adult EAL classroom (literacy or regular stream);
- Assist a classroom teacher by working one-on-one or with small groups of students;
- Helping students with classroom activities.

Qualifications:

- Fluent in English (especially speaking and listening), with an equivalent of CLB 7 or higher;
- Good communication and interpersonal skills;
- Dedicated, reliable, punctual, and patient;
- Willing to accept directions and supervision from staff.

Time Commitment: Minimum of two hours, once per week, for 2 to 3 months. Volunteers should be able to commit to the volunteer position for a minimum of 2 months.

We are requesting volunteers for our morning and afternoon classes, scheduled Monday to Friday, in the following schedules:

- 9:15 a.m. to 12:15 a.m.;
- 12:45 p.m. to 2:45 p.m., or 12:45 p.m. to 3:45 p.m.

Location: 275 Portage Avenue, room 912 (9th floor).

Application process and information requests: Please contact Student Support Services to schedule an appointment:

- By email: cdefehr@wsd1.org
- By phone: (204) 953 – 1070, extension 8.

Note: We **cannot** guarantee a volunteer placement for all applicants. Volunteer placements will depend on the applicant's skills, and availability, as well as our current volunteer needs.

Thank you to all applicants for their interest in our program!