



Federal Work-Study

United Way – READ Team

Name of Position: Student Community Service – Reading Tutor

Number of positions available for this posting: 1

Pay Grade and Classification: Grade III – \$15.00/hour

Hours per week: 2

Terms of Employment: Fall, Spring

Name and Address of Employer:

United Way of West Tennessee
470 North Parkway
Jackson TN, 38305

Supervisor:

Kinsey Bundred
(731) 265-6059
kbundred@unitedway.tn.org

Locations of Job Placement:

United Way of West Tennessee

Purpose and Role of the Position:

The purpose of the volunteer reading coach is to support second-grade students in Jackson-Madison County schools by enhancing their sight work recognition. The coach partners one-on-one with a student for an hour each week and uses engaging methods to help the student recognize high-frequency words by sight.

Duties and Responsibilities:

- Attend a training session with the program coordinator to learn the procedures and resources
- Commit to 1-2 hours a week at a school
- Monitor and encourage the student's progress in recognizing sight-words
- Adapt activities to engage the students

Qualifications:

- Required: Must be 18 years old and pass a background check
- Required: Willingness to commit to a regular weekly schedule
- Required: Reliable, punctual, and enthusiastic
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