

Pleasanton Library Adult Literacy/ ESL Program

Volunteer Job Description: English-as-a-Second-Language (ESL) Conversation Practice Group Leader

Impact and Outcome

Assist adults learning English as a second language improve their conversational English skills in an informal, small-group setting.

Key Responsibilities

- Plan and lead small group activities and discussions for adults learning English
- Submit simple monthly reports on hours and participants
- Maintain contact with Literacy staff regarding needs, concerns, questions, etc.

Qualifications

- Must be over the age of 18
- Fluent in English
- Flexible, mature, and patient
- Interest in and ability to work with people from diverse backgrounds

Commitment

Schedule: approximately two hours per week.

Training and Support

- Free Conversation Group training workshop
- Instructional materials provided
- Ongoing information and consultation as needed

Benefits to the volunteer

- Gain experience working with people from diverse backgrounds
- Learn about other cultures and language groups
- Meet a variety of interesting people
- Make a valuable contribution to our community
- Hone teaching skills

For more information

Contact Pleasanton Library Adult Literacy Office: literacy@cityofpleasantonca.gov or (925)931-3405.