

## **Frequently Asked Tutoring Questions**

### **What is Fond du Lac Literacy Services (FLS)?**

It is an independent nonprofit organization, an accredited affiliate of ProLiteracy America and Wisconsin Literacy, governed by a volunteer board of directors. The mission is to affect community-wide change by improving individual literacy skills and increasing literacy awareness in Fond du Lac County.

### **What programs are offered by FLS?**

FLS offers basic literacy instruction to native English speakers and to those for whom English is not a first language. Instruction is provided by trained volunteers in primarily one-on-one settings, although small group settings also are used.

### **What is required to be a tutor?**

Tutors must be at least 18 years of age and possess the ability to read and speak English fluently. Tutor training is provided; three hours of basic training is required before being assigned to a student. Initial tutor training is done online; additionally, we offer small group training on a quarterly basis.

### **Do I need previous teaching experience?**

No. FLS will provide you with training and support.

### **Should a tutor know a language other than English?**

No. Knowledge of a language other than English is not necessary.

### **How are tutoring assignments made?**

The literacy coordinator matches the tutor with a student or a small group of students, taking into account the needs, skills, goals, availability and residency of the student(s) and tutor.

### **Where does tutoring take place?**

The majority of the tutoring is conducted at the Fond du Lac Public Library. Tutors and students also meet at libraries in rural communities in Fdl County. Additional tutoring sites may be incorporated to accommodate students.

### **How often do tutors meet with their students?**

Tutors and students are asked to meet once a week for 1 to 2 hours, minimum. A student and tutor are welcome to meet more often if they are able.

### **Is a tutor expected to teach for a certain length of time?**

Tutors and students are asked to make a one-year commitment.

### **Is there a cost?**

Students and tutors are not charged for training or tutoring sessions. Students receive a

workbook and tutors receive a teacher's manual. Students are charged a \$15 yearly workbook fee to help cover some of the costs of student workbooks.

**How do I track my student's progress?**

Tutors are asked to send in reports monthly. Questions about the rate of a student's progress can be answered by the literacy coordinator.

**What resources are available to assist tutors?**

Juana Montes-Hernandez, FLS Literacy Coordinator, is available Tuesday, Wednesday and Thursday from

10 am – 3:30 pm. She is available by phone at

(920) 322-3932 or email, [literacy@fdlpl.org](mailto:literacy@fdlpl.org).

FLS Administrative Assistant is available 10 hours per week with varied hours or by email.

Tutors are welcome to attend additional in-service continuing education opportunities.

FLS has a specialized lending library on the second floor of the FDL Library, and the resources of the entire Fond du Lac Public Library are available for checkout using your FDLPL card.