

ESL Volunteer Application

You are applying to be a volunteer with ITPLD's ESL Service. ESL Services include classes, 1:1 tutoring and independent computer programs in our ESL Lab. We are seeking volunteers interested in providing ESL class instruction, tutoring or working in our ESL Lab assisting members. Email completed application to volunteer@itpld.org.

I'm interested in volunteering at:

The main library (Wheeling) as an _____ instructor _____ tutor _____ work in ESL Lab

The branch (Prospect Heights) as a _____ tutor (beginning and intermediate level students)

Date of Application: _____

First Name: _____ **Last Name:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone number: _____ **Email:** _____

Volunteer Availability (*Check the boxes that you are available*)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

Share your experience with the following related tutoring areas:

# of Years of Experience	
	English grammar, reading or pronunciation instruction and/or prior ESL tutoring experience
	US Citizenship Test Practice
	TOEFL Practice (Test of English as a Foreign Language)
	Employment or Educational Evaluation Practice (written or verbal)
	Resume Review and/or Job Interview Coaching

Work Experience:

Volunteer Experience:

Education:

Provide at least two references related to your tutoring experience, whom the library may contact:

Reference #1 Name:	
Phone	
Relationship	
How long have you known this person?	

Reference #2 Name:	
Phone:	
Relationship:	
How long have you known this person?	

Emergency Contact Information

<i>Emergency Contact #1</i>	<i>Emergency Contact #2</i>
Name:	Name:
Phone:	Phone:
Relationship:	Relationship:

Volunteer Agreement

I agree that the information below is valued and understand that my final approval is dependent on the passing of a background check and that if I'm accepted as a volunteer I will be expected to follow all library policies.

I understand that I am not an employee of the library. I understand the library depends on its volunteers. I will arrive at the designated day and time, be dressed appropriately and will fulfill my assignment in a responsible manner. If I am unable to volunteer on my scheduled day and time, I will notify the ESL Coordinator as soon as possible.

I have read and agree with the above statement.

Signature

Date