



Join the SMART Reading Volunteer Network

Title: Virtual Volunteer Reader

Position Description

This volunteer position is vital to SMART Reading, providing critical literacy support to kids and helping foster a love of reading and learning. This volunteer role may include the following opportunities (depending on the needs of your local community and/or site): Virtual SMART, Classroom Read-Alouds, or Pen Pal.

Reports to: Virtual Volunteer Site Coordinator

Technology Requirements:

- Laptop, desktop computer or tablet with camera and microphone
(smartphones are not suitable for the needs of this role)
- Reliable internet connection
- Familiarity with Zoom and/or Google Meet, and the ability to screen share
- Availability to attend trainings to become proficient with SMART Reading's virtual platform

Key Responsibilities:

- Support SMART Reading's mission, vision, and program standards
- Adhere to SMART Reading's volunteer policies and procedures and all safety guidelines
- Maintain open and regular communication with direct supervisor/s, reporting any concerns immediately
- Fulfill the commitment to the available opportunities at your assigned site
- Create a safe, inclusive and positive environment for SMART Reading's students and other volunteers
- Complete required training/s for the assigned volunteer role
- Become familiar with school requirements and emergency procedures, including conduct in the virtual environment
- Complete all required documentation during the reading sessions

Training and Support:

Training is provided for Virtual Volunteer Readers prior to their first reading session and as needed throughout the program year. Training includes information about the SMART Reading program, volunteer responsibilities, safety policies, virtual read-aloud strategies, and basic training on the virtual platform used for the reading sessions. A Virtual Volunteer Site Coordinator is present during virtual reading sessions to provide oversight and assistance.



Commitment:

- There are three opportunities for virtual volunteers:
 - Virtual SMART Volunteer Readers commit to reading a minimum of one hour per week during an 8-week session. There are three 8-week sessions that Virtual Volunteer Readers may participate in throughout the year.
 - Classroom Read-Aloud Virtual Volunteer Readers commit to reading for the session/s they are assigned to. This may be one session or multiple sessions determined by volunteer availability and needs of the site.
 - Pen Pal Volunteers commit to corresponding about books and reading with their assigned student/s regularly, frequency and duration vary depending on the needs of the site.

Most programs operate during the school day; each site has a unique schedule. Volunteers who are not available consistently may be scheduled as substitutes or can contact their local office to discuss other opportunities.

Location of Volunteer Assignment:

SMART Reading partners with hundreds of elementary schools, preschools, and community organizations throughout Oregon. Virtual opportunities are available and accessible across the state. To learn more about volunteer opportunities, contact your local SMART Reading office. Visit www.SMARTReading.org and click “Find Your Local Office” in the upper right-hand corner.

Impacts:

- Enhance SMART Reading’s ability to provide Oregon kids with access to new books to keep and opportunities for reading engagement
- Contribute to the vitality of the community by creating stronger, more confident readers today

Benefits to You:

- Research shows that volunteering supports physical and mental wellbeing
- The satisfaction of helping children and having a significant, long-term impact on their lives
- The opportunity to work with educational professionals
- Volunteering in an atmosphere that is upbeat and child-guided
- The opportunity to learn new skills or enhance existing ones
- Offers a connection to the local school community and community overall
- Being part of a larger, statewide program that improves children’s literacy
- The potential to make new friends and contacts
- Excellent resume building opportunity

***Learn more and express interest about volunteering at
www.SMARTReading.org***