RACING READERS

LEAD VOLUNTEER

HAVE FUN WITH KIDS AND HELP THEM LEARN!

Racing Readers is a collaboration between the SFU Surrey–TD Community Engagement Centre and the Surrey School District (SD36). This after-school program seeks to improve the physical, educational and social well-being of elementary-aged students in Grades 2–5. Children participate in physical activities, reading, writing and numeracy exercises, and enjoy a healthy snack. High school, university and adult mentors (like you!) foster companionship, support, discipline, and learning.

Racing Readers will operate at two sites:

• Betty Huff Elementary School on Tuesdays from 2:30 p.m. to 4:30 p.m.
• Newton Elementary School on Wednesdays from 2:30 p.m. to 4:30 p.m.

The total number of spaces available to students in this program is 30. For the purpose of activities, these 30 students are expected to be divided into six groups of five. Each group of five children will work with at least two university volunteers and up to one high school volunteer.

The following is a sample daily schedule:

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>2:00 p.m.</td>
<td>program and volunteer supervisor arrives on-site; volunteers arrive on-site</td>
</tr>
<tr>
<td>2:30 p.m.</td>
<td>students arrive, attendance taken, team check-ins</td>
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<tr>
<td>2:45 p.m.</td>
<td>word of the day discussion and writing in journals</td>
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<tr>
<td>3:00 p.m.</td>
<td>circuit training / stretching / warm-up</td>
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<tr>
<td>3:10 p.m.</td>
<td>games</td>
</tr>
<tr>
<td>3:25 p.m.</td>
<td>running</td>
</tr>
<tr>
<td>3:55 p.m.</td>
<td>snack</td>
</tr>
<tr>
<td>4:10 p.m.</td>
<td>reading or numeracy activities</td>
</tr>
<tr>
<td>4:30 p.m.</td>
<td>clean up / student dismissal</td>
</tr>
<tr>
<td>4:45 p.m.</td>
<td>debrief</td>
</tr>
</tbody>
</table>

OCCUPANCY DESCRIPTION

The SFU Surrey – TD Community Engagement Centre is looking for two SFU students to fill the role of Lead Volunteer for the Racing Readers program, one at each site.

The Lead Volunteer will perform the following duties, with oversight from the Program and Volunteer Supervisor:

• Attends the volunteer training component(s) in September;

• Attends ALL the Racing Readers sessions from 2 p.m.–5 p.m. (every Tuesday at Betty Huff / every Wednesday at Newton Elementary School) for their recruited time period;
• Supports leading program activities, manages the schedule of activities under the direction of the Program and Volunteer Supervisor;
• Communicates any concerns to the Program and Volunteer Supervisor (or the Community Engagement Associate);
• Supports overseeing the program and students at the site, and ensures it runs smoothly;
• Meets and communicates with the Program and Volunteer Supervisor outside of Racing Readers site hours, as needed;
• Writes a short one-page report after serving as Lead Volunteer (reflections on personal and professional development, how the program went, successes, challenges and any suggestions for improvement).

BENEFITS
• Personal and professional development – build your:
  › Communications skills,
  › Leadership skills,
  › Time management,
  › Organizational skills.
• Receive an invitation to the Annual SFU Volunteer Appreciation.
• Upon successful completion of the role after the designated time period, the Lead Volunteer will receive:
  › Recognition for your service on SFU’s Co-Curricular Record,
  › Leadership skills,

TIMEFRAME
The Racing Readers program will start in the first week of October, 2019 and end in the last week of May, 2020. During this time there will be eight weeks off, including four weeks in December and four weeks in March. The Lead Volunteer position will run during the following time periods:
• October 2019 to December 2019 (to be interviewed in September, 2019)
• January 2020 to March 2020 (to be interviewed in December, 2019)
• April 2020 to June 2020 (to be interviewed in March, 2020)
Generally, we expect the incumbent to be performing approximately five hours per week. Lead Volunteers can commit to more than one time period, if available.

APPLICATION
To apply, please send your resume and your answers to the following questions by email to the Community Engagement Associate (community-volunteer@sfu.ca):
1. Why do you want to apply for this position?
2. What personal and professional strengths would you bring to the position?
3. Why is it vital to engage children and youth in the City of Surrey?

Deadline to apply: Friday, September 13, 2019 at 11:59 p.m.

THIS OPPORTUNITY IS RECOGNIZED ON THE CO-CURRICULAR RECORD (CCR)!
The CCR is an official university document that tracks your co-curricular involvement at SFU. Learn more about the Co-Curricular Record at www.sfu.ca/students/get-involved/recognition/co-curricular-record