



## *Ouachita Calhoun Counties Literacy Council*

Prospective Tutor Volunteer,

The National Literacy Act (Public Law 102-73, July 25, 1991) defines literacy as an individual's ability to read, write, and speak English, and compute and solve problems at levels of proficiency necessary to function on the job and in society, to achieve one's goals, and develop one's knowledge and potential.

The goal of our local literacy council is to provide assistance with basic literacy skills up to an eight-grade level education. These services are free to the community, but your help as a volunteer is needed. If you have a passion for reading, writing, or math, and care to help others attain basic reading skills, writing, and math skills, you can help.

The following steps are necessary to become a trained, certified, basic literacy/ESL volunteer with OCCLC:

1. Complete the attached application, and fax it to 870-837-4010. You may also scan and e-mail the application to [lnelson@sautech.edu](mailto:lnelson@sautech.edu)
2. Schedule a 4-hour training workshop.
3. Commit your time to the program, and become an OCCLC certified tutor. You will be matched with OCCLC clients in need of our tutoring services.

Please contact your local council to discuss other areas in which you may volunteer your time with us.

Thank you for considering *Ouachita Calhoun Counties Literacy Council* (OCCLC) as your agency of choice to volunteer your services with.



**Contact Information:**

Your Name \_\_\_\_\_ Nickname \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_, AR Zip Code \_\_\_\_\_

Home telephone ( ) \_\_\_\_\_ - \_\_\_\_\_

Cell phone ( ) \_\_\_\_\_ - \_\_\_\_\_

E-mail address \_\_\_\_\_

**Emergency Contact:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Alternative telephone \_\_\_\_\_

**Employment or School Information:**

Company or School Name \_\_\_\_\_

Telephone \_\_\_\_\_

If employment, how long with this employer? \_\_\_\_\_

If student, what is your grade classification? \_\_\_\_\_

What is your highest level of education completed? HS\_\_ Some College\_\_ AA\_\_ BA\_\_ BS\_\_ Ma\_\_

**Tell us about yourself:**

Why are you interested in becoming a literacy volunteer?

Would you be interested in assisting with other literacy workshops or activities if needed?

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What are your regular, weekly work or school hours/days? \_\_\_\_\_

How many hours per week are you available to tutor?

Have you ever been convicted of a sexual or violent crime? \_\_\_\_\_

If yes, of what nature and when?

\_\_\_\_\_

Please provide the names of two people who know you well (one professional reference and one personal reference is preferred).

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Occupation \_\_\_\_\_ Relationship \_\_\_\_\_

How long known? \_\_\_\_\_ E-mail address \_\_\_\_\_

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Occupation \_\_\_\_\_ Relationship \_\_\_\_\_

How long known? \_\_\_\_\_ E-mail address \_\_\_\_\_

I, \_\_\_\_\_, certify that the information I have provided on this application is accurate and truthful. I give OCCLC permission to verify this information as necessary.

\_\_\_\_\_

Signature

Date

*Ouachita Calhoun Counties Literacy Council*

*Member of*



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