



Title: SMART Reader

# **Position Description:**

This volunteer position is vital to the SMART (Start Making A Reader Today) program, providing the one-on-one reading attention that supports PreK-third grade children in gaining confidence in their reading abilities and discovering the love of reading. Readers are essential to helping SMART create an Oregon where every child can read and is empowered to succeed.

## Reports to: SMART Site Coordinator

## **Key Responsibilities**

- Support SMART's mission, vision and Program Standards, and adhering to SMART volunteer policies and procedures
- Fulfill the commitment to read at the same time each week with their scheduled children
- Maintain open and regular communication with direct supervisors, reporting any concerns immediately
- Create a safe and positive environment for SMART students
- Complete the required training on basic read-aloud strategies and be familiar with school requirements and emergency procedures
- Complete all required documentation during the reading sessions
- Help children choose books to take home each month
- Follow all SMART safety policies

## Training and Support

Training is provided for Readers prior to their first reading session and as needed throughout the program year. This training includes information about the SMART program, volunteer responsibilities, safety policies, read-aloud strategies and the developmental stages of literacy. A Site Coordinator is present during reading sessions to provide oversight and assistance.

## Commitment

Readers commit to reading a minimum of one hour per week during the SMART program year, which is from mid-October to mid-May at most SMART sites. Most programs operate during the school day; days and times vary depending on the particular site and the SMART reading schedule.

Volunteers who aren't available consistently each week can contact our office to discuss other options.

## Location of Volunteer Assignment

SMART partners with hundreds of schools throughout Oregon. View a list of SMART sites in need of volunteers online at www.getSMARToregon.org or request a list from the local SMART office.

Apply online today at www.getSMARToregon.org