

SERVICE-LEARNING YELLOW PAGES
PLACEMENT SITE

Updated: 7.1.2023

Name of Agency: SCC Basic and Transitional Studies Division (BTSD) Tutoring Program

Volunteer Site Address: 1701 Broadway, BE 3124, Seattle, WA 98122

Agency Hours:

Contact: BTSD Tutoring Program Coordinator

Phone: 206-934-4142 (Katie Heizenrader)

Email: btstutoring.central@seattlecolleges.edu

Website: <https://seattlecentral.edu/programs/basic-and-transitional-studies/tutoring>

BEST WAY TO APPLY (phone, e-mail, drop-in):

Visit website for the most up-to-date information about applying to become a tutor with the BTS Division or email btstutoring.central@seattlecolleges.edu.

Agency Description:

The BTSD Tutoring Program exists to support and empower students by promoting English-language learning, preparing students for the GED test, developing students' self-advocacy skills, and generating community.

Position Descriptions:

- **Tutors** provide one-on-one assistance to a student who is learning English or preparing for the GED test. Tutors help students understand basic reading, writing, grammatical, or math concepts.
- **Classroom Assistants** work with classroom teachers in ESL and ABE classes. Classes may focus on reading/writing, speaking/listening, computer skills, math, or communications (basic reading and writing). Classroom assistants provide extra help to students during class time.
- **Talk Time Facilitator** | Talk Time is meant to create informal spaces for ESL students to practice conversational skills outside their classes and build a sense of belonging at Seattle Central.

Days and hours students can serve in this position:

Online, Monday-Sunday 8am-8pm

In-person, Monday-Thursday 9am-6pm

Minimum time commitment required of volunteers:

2 hours/week. Students must apply and meet with the Program Coordinator during the first three weeks of the quarter.

What qualities, abilities and skills are important to your agency?

Patience, flexibility, dependability, a willingness to learn, strong communication skills, creativity

Number of Service-Learning position available per quarter: 8

**Please return to: Service-Learning Program, Seattle Central College,
1701 Broadway, BE1117, Seattle, WA 98122**