

**2020-2021  
Opportunity Saint Paul Partner Booklet**



**INTERFAITH**  
**ACTION** OF GREATER  
SAINT PAUL

**Opportunity Saint Paul is generously funded by:**

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## EAST SIDE LEARNING CENTER

### WHO WE ARE:

East Side Learning Center (ESLC) partners with children and families to “unlock each child’s potential through the foundation of reading.” We envision a community where all children read with pride and joy to become life-long learners. We believe literacy is a human right. ESLC has always taken a “relationship-first” approach to tutoring; we know we all learn best from someone we trust. Children in the program are in Kindergarten through third grade.

### TUTORING LOCATION:

For the 2020-21 school year, all tutoring will be conducted via a distance learning model using video meetings. You can volunteer from your home or office! Training is provided by way of an independent, online course, live virtual sessions, and a small group opportunity to practice using our technology platform and lesson plan format with a peer and ESLC staff member.

### VOLUNTEER OPPORTUNITIES

We seek volunteers to serve as Literacy Mentors and Minders to work with students beginning in October. We will onboard cohorts of volunteers on a rolling basis.

- Literacy Mentors build trusting relationships with each child and lead them through literacy skill-building activities.
- Minders observe the tutoring session for the protection of volunteers and children.

### WHAT DOES TUTORING LOOK LIKE?

Literacy Mentors, and Minders will complete the required and optional training (see below) based on their role. Then you are paired with children, based on your weekly volunteer commitment. Each tutoring session is 30 minutes. Tutoring follows a structured lesson plan that includes time for relationship-building and literacy skill building. All materials and lessons are provided by ESLC.

To create a safe, online tutoring space, you will be a member of a Co-Mentoring Team. For each session, one volunteer will be the Literacy Mentor (tutor) and the other will be the “Minder.” If you have a friend with similar volunteer interests and availability, apply to volunteer together!

### TIME COMMITMENT AND SCHEDULE

Tutoring takes place on weekdays between 8 a.m. and 6:00 p.m. We ask for a full school year commitment; your tutoring time(s) and day(s) will be the same each week. Children demonstrate greater reading growth when they have a consistent mentor. You may volunteer as little as one hour a week. For volunteers age 50 and older who can commit 8+ hours per week, the Experience Corps program at ESLC provides a monthly stipend (see below). Tutoring does not take place on weekends or during school breaks.

### REQUIREMENTS

- Ability to speak and read English
- Complete orientation and required training
- Background checks of all volunteers are required
- Love children
- Ability to relate to children of all backgrounds, income levels, and racial/ethnic/religious backgrounds
- Tutors must be 16 or older

- Adults who are 50 years or older and who tutor 8 or more hours per week qualify for our AmeriCorps program. This pays a small stipend of \$210 per month, plus a \$1,300 educational stipend that can be given to a child, grandchild, or used for your own educational/enrichment goals, such as an adult education or master gardening class.

#### **TRAINING:**

ESLC provides 20 hours of training for tutors on various topics, some of which are optional:

- Orientation will be on Meet or via online learning modules (required)
- Lesson Plan and materials (required)
- Navigating technology with children (required)
- The Mentoring relationship and its impact on social-emotional growth in a digital environment
- Diversity, Equity, and Inclusion and implications for tutoring and mentoring

#### **WILL I MAKE A DIFFERENCE?**

Data indicates that children with a solid foundation in reading are more likely to exceed standards in other courses, including math and science, more likely to graduate, and more likely to earn a living wage. ESLC launched a summer tutoring pilot this past summer. One child struggled to get online every day. Staff created meaningful relationship-building activities. As the Literacy Mentor began to focus more time on having meaningful conversations with the child about her life, she became more engaged in tutoring. ESLC no longer had to call the child's parents to remind her to get online for tutoring. She showed up and was eager to participate. The child's reading and engagement improved. Ultimately, the child learned how to take responsibility for her own learning journey, which, in itself, is a valuable life lesson.

**INTERESTED?** Complete ESLC's online application, interest, and availability form at <https://aarpexperiencecorps.tfaforms.net/341187>

WEBSITE: [www.eastsidelearningcenter.org](http://www.eastsidelearningcenter.org)

QUESTIONS? Contact Shoua Khang at [shoua.khang@eslcmn.org](mailto:shoua.khang@eslcmn.org)



### WHO WE ARE:

Reading Partners seeks to be at the center of a nationwide movement for educational equity, engaging communities to support students through trusted and proven literacy solutions. We do that by mobilizing communities, partnering with under-resourced schools, and providing differentiated, one-on-one literacy instruction to help elementary age (K-5) students who struggle with reading.

### WHERE WE ARE LOCATED

Reading Partners Twin Cities serves 8\* schools across the metro area, including: • Phalen Lake Elementary School - St. Paul • Maxfield Elementary School - St. Paul • Hamline Elementary School - St. Paul • Hiawatha Leadership Academy - Morris Park - Minneapolis • Hiawatha Leadership Academy - Northrop - Minneapolis • Lyndale Elementary School - Minneapolis • Bethune Elementary School - Minneapolis • Ascension Elementary School - Minneapolis

\*Subject to change - confirming partners

### FORMAT OF SESSION

Reading Partners utilizes a research-based curriculum that is in alignment with common core state standards. We utilize the 'I do, we do, you do' philosophy, gradually releasing the responsibility and mastery of the skill to the student. Due to COVID-19, we have launched a completely virtual tutoring system called Reading Partners Connects. Content will incorporate our trusted curriculum skills and lessons in innovative presentations to optimize student engagement and incorporate social-emotional learning (SEL) opportunities through relationship-building with tutors. Tutors will be supported online by a Site Coordinator. All the materials for the lesson are provided by Reading Partners. Students receive 45 minutes of instruction, based on their skill level, and progress through the curriculum as they master each skill.

### TIME COMMITMENT

1-1.5 hour per week for the school year (through early May)

**During the school day: 8:30am-4:00pm**

\*timing may be different depending on the school site

### AGE RANGE

14 or older

### TRAINING

- Orientation (4 hours total) - 2 separate, 2-hour sessions (delivered virtually)
- Tutors receive active coaching & support from a Site Coordinator, who is always present when tutoring is happening
- We also offer ongoing trainings throughout the year on various, specific topics, including (but not limited to):
  - Diversity, Equity and Inclusion

- Tutor Read Aloud and Vocabulary
- Managing student behavior

### DATA

For the 2019-2020 school year (data through March 2020):

- Overall, **75%** of our students across the region were meeting their primary literacy growth goal
- K-2 students: **80%** were meeting their academic goals relating to mastery of foundational literacy skills
- **98%** of teachers and principals satisfied with Reading Partners program
- **96%** of volunteers are satisfied with their experience with Reading Partners

### OTHER REQUIREMENTS

- A background check is required and provided for by Reading Partners

### WEBSITE

**[www.readingpartners.org](http://www.readingpartners.org)**

## WHO WE ARE:

Daily Work's mission is to provide employment services and mentoring so job seekers can thrive; resulting in a community where everyone can work, grow, & contribute.

Through one-to-one employment services, Daily Work strives to mitigate systemic barriers that limit access and opportunity for job seekers. Our work is grounded in an awareness of the relationship between long-term poverty and un- or under-employment, and the disproportionate impact of both on Black, Indigenous, and People of Color. Our services focus on employment as a means to financial sufficiency and a holistic life experience.

## WHERE WE ARE LOCATED

Located behind the Minnesota State Capitol at the Rice Street/Capitol Green Line stop.

- **105 University Avenue West, St. Paul**
  - *inside Christ Lutheran Church on Capitol Hill.*
- **All volunteers are working remotely during COVID.**

## FORMAT OF SESSION

Daily Work (**DW**) is uniquely positioned to meet the complex needs of job seekers with barriers to employment. We welcome volunteers in the following areas:

### Volunteer Opportunities:

#### Communications Social-Lite Volunteer

Are you our missing link? We need someone who can capture our spirit and spin it into excitement, donations, and volunteerism. The volunteer will interface with and write content for Daily Work's web page and social media pages. **Time commitment** is flexible: 2-6 hours/week. **Skills:** excellent writing skills and some communications/public relations knowledge.

#### Board and/or Committee Members

Put your passion for social justice into action as a board member at DW. Board members provide mission-based leadership, strategic governance, and financial oversight to the DW organization. Also seeking members for our Diversity, Equity & Inclusion Committee and our Development Committee. **Time commitment** 6-8 hours/month. Board meetings are every 4<sup>th</sup> Monday, 5:30 – 7:30 p.m. Committee schedules vary. **Skills:** Accounting, legal, public relations, DEI, fundraising, strong commitment to DW's mission.

#### Office Support Volunteer

Enjoy doing a variety of tasks, no two days the same? An extra set of hands for the myriad of small jobs that come up would be the role of this volunteer. **Time commitment** is flexible: 2-6 hours/week. **Skills:** Can-do attitude. For remote work, computer skills are needed. Once we return to the office, a wider variety of tasks will be available for different skill sets.

#### Case Manager Volunteer

Case managers at Daily Work meet 1:1 with job seekers to set and meet employment-related goals. In that capacity you will provide coaching, emotional support, fill out online job applications, write resumes, conduct mock interviews and offer advocacy and referrals to address barriers to work and life success. **Time commitment:** 4-8 hours/week, possibly more during training. Ability to attend staff meetings every other Wed. at 8:30 a.m. **Skills:** Advanced computer skills. Ability to help people discover their own path to success. Curiosity, problem-solving, patience, and formal work experience

## AGE RANGE

18+

## SKILLS NEEDED *(see each position for specific skill requirements)*

- Passion for DW's mission
- Flexibility and transparency
- Ability to work independently and contribute to the team
- Enthusiasm for working with people with diverse backgrounds

## TRAINING

DW provides extensive, formal training for case managers about community resources, building engagement with diverse people, and meeting people where they are. Curriculum is rooted in social work theory and practice. Video-conference training will be provided for all other volunteer positions. Board members must participate in a formal on-boarding process. All volunteers are strongly encouraged to participate in bi-weekly staff meetings.

## STORY

Most DW job seekers live in poverty, have limited English language skills, are immigrants and/or BIPOC, have a history of homelessness, and/or suffer from long-term under- and/or unemployment. They struggle to meet basic needs, consistently access health care, transportation, and technology while juggling parenting and multiple, inconsistent, low-wage jobs. To meet such complex needs, people require services across different programs and agencies. Unlike other agencies, at DW job seekers can work with one case manager to organize and prioritize their needs and assist them with navigating multiple programs and agencies. Every year we serve 200+ people with more than 1500 individual service visits.

## OTHER REQUIREMENTS

A background check is required and paid for by Daily Work.

## WEBSITE

[www.Daily-Work.org](http://www.Daily-Work.org)



## COMMONBOND COMMUNITIES

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### WHO WE ARE:

CommonBond Communities was formed in 1971 with a goal of creating affordable housing during a time of significant racial and economic injustice. Nearly five decades later, the injustices still exist and – while we’ve accomplished a great deal – our work is more important than ever. We continue to provide homes and support services for those most in need in our community.

Since our beginning with one half-time employee, Common Bond has flourished into one of the Upper Midwest’s premier providers of affordable housing with services. By integrating services and housing, we were the first to offer more than just a quality place to live. Our model has always been about supporting people in achieving their goals.

Today we provide homes and services for nearly 12,000 people every year. We develop, own, or manage more than 6,000 affordable rental apartments and townhomes throughout 56 cities in Minnesota, Wisconsin and Iowa.

Our beliefs in dignity, respect, and inclusiveness for all people are the driving forces behind our commitment to CommonBond residents. From high-quality buildings to life-changing support services, we create environments and experiences that help each resident meet their goals and be their best self.

We build stable homes, strong futures, and vibrant communities. We are CommonBond.

### WHERE WE ARE LOCATED: All locations meeting virtually for the 2020-2021 school year.

#### · Skyline

1247 St Anthony Ave., St. Paul, MN

#### · Torre de San Miguel

58 E Wood St., St. Paul, MN

#### · Westminster

1374 Westminster St., St Paul, MN

#### · Seward Towers

2910 E Franklin Ave., Minneapolis, MN

### FORMAT OF SESSION

In Study Buddies, volunteers are matched with a 1st - 6th grade student to strengthen their academic skills while building a positive and lasting relationship.

We provide tailored curriculum and activities to structure your time with your buddy, as well as tutor trainings and on-site staff support, to ensure you have the tools you need to make a positive impact.

### TIME COMMITMENT



Study buddy volunteers meet with their buddies for 75 minutes weekly for the duration of a school-year. CommonBond features program locations throughout the Twin Cities metro, with sessions meeting Monday to Thursday, between 4:00 and 7:30pm.

#### **AGE RANGE**

18 and older

#### **SKILLS NEEDED**

- Willingness and enthusiasm to partner with us to help students succeed

#### **TRAINING**

- Volunteer training on Zoom and specific site orientation on Zoom.

#### **DATA**

- 49% of 2018-2019 Study Buddy kids in a reading cohort who started off behind grade level made more than 1 year of progress.
- 89% of 2018-2019 Study Buddy students reported feeling engaged in their learning.

#### **OTHER REQUIREMENTS**

- A background check is required.

#### **WEBSITE**

**[www.commonbond.org/volunteer](http://www.commonbond.org/volunteer)**



## NEIGHBORHOOD HOUSE

### WHO WE ARE:

At Neighborhood House, our mission is to partner with families and individuals in gaining the skills, knowledge and confidence to thrive in diverse communities. From our organization's beginning over 120 years ago, we have been an organization that works with immigrants, refugees, and other members of the community. We do this through two main program areas of Basic Needs and Life Long Learning.

One of our Life Long Learning programs is Adult Education. The vision of our Adult Education program is to teach adult learners the literacy and life skills they need to enter the workforce or to continue on to higher education. We do this by offering classes for GED, English, citizenship, and computer skills.

A new Life Long Learning program is Homework Helpers which supports children living in the Sibley Manor apartments and surrounding area. Families have asked for this service for a while, and we are excited to start this fall.

### COVID-19 Volunteering Update:

While our families are facing such an ever changing and uncertain time during COVID-19 Neighborhood House is currently working on ways we can continue to help our participants thrive, including through the Adult Education program. We are looking and considering a variety of COVID-19 safe volunteer opportunities to make that a reality, we will know more come mid-October and encourage all interested volunteers to check back then!

**WHERE WE ARE LOCATED: All locations meeting virtually for the 2020-2021 school year.**

### STORY

On average, we have 244 students enrolled in classes each quarter. Our students range from people who are new immigrant arrivals to Minnesota.

### 2018 DATA

- **113** students made **English skills level gains**
- **72%** of students reported meeting a **job-related goal**
- **19** students achieved the **Northstar Digital Literacy Credential**
- **12** students became **U.S. Citizens**

### WEBSITE

[www.neighb.org](http://www.neighb.org)