



INTERFAITH
ACTION OF GREATER
SAINT PAUL

Volunteer Handbook

By joining Interfaith Action of Greater Saint Paul as a volunteer, you become part of a network of faith and spiritual community members, who are supporting families and individuals as they work toward stability and economic mobility. As a volunteer with Interfaith Action, you are:

- Working with programs that have a proven track record of positive community impact and outstanding volunteer experience;
- Partnering with your community to increase understanding across lines of difference;
- Opening yourself to relationships that can transform the way you live; and
- Making our community a better place to live.

Explore our mission, vision, values, history, and programs below. Thank you for joining us in this work. We look forward to seeing and hearing how your faith comes to life as you work side by side with students and families in our community!

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MISSION

We mobilize diverse faith and spiritual communities to engage in work that supports our neighbors' stability and economic mobility.

VISION

Opportunity grows and poverty recedes when people of faith invest themselves in effective action.

VALUES

Equity

Faith compels us to remove barriers and to eliminate disparities in pursuit of justice.

Interfaith Relationships

Authentic relationships among people of different faiths weave a stronger fabric of community that increases our effectiveness.

Responsibility

We all share responsibility to take action informed by deep understanding of the daunting barriers faced by many of our neighbors.

Deep listening

We are informed by the wisdom, strength, and insights of our guests, participants, volunteers, community partners, faith and civic leaders, staff, and board.

Connection

We believe that we are all connected to and have obligations to each other.

A Short History

Begun in 1906 as the Ramsey County Sunday School Association and later renamed the St. Paul Area Council of Churches, Interfaith Action of Greater Saint Paul grew out of a discernment process during 2013-2015 about the future direction and focus of our work. Our board of directors arrived at two conclusions:

1. Faith and spiritual community members wanted to ensure we were maximizing efforts to reduce poverty in St. Paul.
2. To maximize our efforts, the board wanted to broaden our base of faith and spiritual community support beyond an exclusively Christian constituency. Our programs and our leadership needed to reflect these priorities.


For the first time in our history, we sought an executive director who was neither Christian nor a clergy member, but mainly qualified by anti-poverty expertise. To this end, our board hired Randi Ilyse Roth as Executive Director. Roth was formerly the director of philanthropy at the Otto Bremer Foundation, following an extensive career as a civil rights attorney. Her 8 years of leadership significantly expanded the reach and depth of our work, and we are poised to welcome a new CEO in fall 2023!

At present, we have consolidated our volunteer efforts for faith and spiritual community members around stability and economic mobility work in three program areas:

1. Department of Indian Work (DIW)
2. Project Home
3. Opportunity Saint Paul
 - CommonBond Communities
 - Daily Work
 - East Side Learning Center
 - Neighborhood House
 - Reading Partners
 - St. Paul Public Library

Volunteer Expectations

As a diverse group of faith and spiritual community members, we bring unique perspectives and life experiences to our volunteer work. As an organization committed to stability and economic mobility, we also recognize that people bring with them differing levels of exposure, comfort, and expertise to their interactions with families and community members. To ensure the success of our work together, Interfaith Action expects volunteers to:

1. Complete all requirements for their volunteer program(s), including regular trainings;
2. Fully support the mission, vision, and values of Interfaith Action as outlined above;
3. Uphold the dignity of the staff, families, and individuals with whom they volunteer;
4. Abide by all rules, policies, and procedures set forth by program staff; and
5. Communicate with program staff as questions or concerns arise. 



ABOUT DIW

The Department of Indian Work (DIW) partners with American Indian families to revitalize culture, education, and wellness. We provide a safe, Indigenous space to empower American Indians towards self-determination, while respecting cultural and spiritual diversity. Our programs encompass:

- American Indian Youth Enrichment: after-school and summer programs, providing Indigenous cultural, health, and literacy services.
- Diabetes Prevention Services: family education, food demonstrations, youth food education, and community healthy food/diabetes consultation.
- Emergency Services: food shelf, clothing closet, and referral services.

LOCATION

DIW is located at 3080 Centerville Road, Little Canada, MN 55117.

VOLUNTEER OPPORTUNITIES

The primary opportunities for volunteering with DIW come through the Emergency Services department. These include:

- **Shelf Stocker:** Stock food shelves and rotate items to ensure freshness and observance of expired items.
- **Choice Shopping:** Aid and assist shoppers with wholesome meal menus and help make nutritional choices.
- **Delivery Help:** Help unload food deliveries from Second Harvest Heartland or the Food Group, sorting and restocking as needed. Must be able to lift up to 50 lbs.
- **Holiday Food Bags:** Thanksgiving and Christmas food bag assembly and distribution.
- **Clothing Closet:** Sort through donations such as clothing, household items, and jewelry. Put in appropriate places. Tidy up the clothing closet.
- **Special Events:** DIW participates in numerous community events throughout the year: Helping at the Community Holiday Party, Indigenous People's Day Parade, Running Strong Backpack & Jacket distribution, etc.
- **Food Rescue Driver:** Volunteers are responsible for picking up, transporting, and delivering donated food from Aldi (1160 Clarence St., St. Paul, MN 55106) to DIW food shelf for distribution to participants and families. Must be able to lift 25 lbs. and pass driver background check.

ADYC (Ain Dah Yung Center) is located at 769 University Ave, St. Paul, MN 55104. DIW works in partnership with ADYC to provide volunteer support for the following positions:

- **Shelf Stocker:** Stock food shelves and rotate items to ensure freshness and observance of expired items.
- **Delivery Help:** Help unload food deliveries, sort, and restock as needed. Must be able to lift up to 50 lbs.
- **Clothing Closet:** Sort through donations such as clothing, household items, and jewelry. Put in appropriate places. Tidy up space as needed.

Our **American Indian Youth Enrichment (AIYE)** after school and summer programs provide Indigenous cultural, educational, and wellness activities. Youth learn from Indigenous leaders, gain awareness of their heritage and history, and receive culturally relevant educational support that has long-term impact. Through this work, American Indian youth gain a strong Indigenous identity, become advocates for their culture, and succeed in school.

TIME COMMITMENT AND SCHEDULE

Hours and shifts for volunteers vary by shift, season, and need. Please contact DIW staff directly to find a shift and job that's right for you!

REQUIREMENTS

- Complete orientation, training, and paperwork with DIW staff
- Age, cultural, and other requirements will be discussed with DIW staff directly

TRAINING

DIW staff will set up times with volunteers to go through orientation and training before your first shift. This may include shadowing veteran volunteers, walking through projects with a member of the DIW staff, completing paperwork, as well as other ways of learning.

INTERESTED?

Step 1: Complete Interfaith Action's volunteer application and indicate your interest in the Department of Indian Work.

Step 2: Complete additional paperwork and training/orientation with DIW staff.

CONTACT

Website: <https://interfaithaction.org/what-we-do/diw/>

Volunteer inquiries: Emergency Services: Theresa Halvorson-Lee, 651-789-3864, thalvorson-lee@interfaithaction.org

Youth Enrichment: Tonya Flower, 651-789-3863, tflower@interfaithaction.org



INTERFAITH
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PROJECT HOME

ABOUT PROJECT HOME

For more than 24 years, Project Home has provided overnight shelter for area families in partnership with dozens of area churches, synagogues, and schools. Additionally, in 2019, Project Home added day shelter services and rapid exit case management services.

Prior to the COVID-19 pandemic, area faith communities had hosted Project Home families in their buildings. COVID restrictions forced Project Home families to move to two sites in downtown St. Paul until March 2021, when Interfaith Action joined with the Sisters of St. Joseph of Carondelet and Ramsey County to open a shelter in the Provincial House, the former home of the Sisters. This site provides support for up to 30 families (or 100 individuals), as well as up to 8 single women over age 55, at a time.

LOCATION

Project Home is located at the Provincial House of the Sisters of St. Joseph of Carondelet, on the campus of St. Catherine University in St. Paul:

1880 Randolph Ave.
St. Paul, MN 55105

VOLUNTEER OPPORTUNITIES

Project Home offers different opportunities for houses of worship to support our neighbors. These include:

- **Weekend Meal Teams:** Help plan weekend meals for ~50 shelter guests! Meal Teams of 3-6 adults (older supervised children are welcome to join adult teams) set up, prepare, service, and clean-up during weekend lunch and dinner shifts, lasting 3-4 hours total.
 - Project Home's Chef pre-prepares your Team's meal ahead of time, and your Team reheats the meal for guests.
 - Weekend Project Home staff have certified food safety training to oversee volunteers preparing meals.
- **Special Events:** Host a monthly birthday celebration! Work with Project Home staff to set up for and clean up after a movie night! Coordinate with staff to host one-time or ongoing events for the families!
- **Build Teams:** On-demand furniture building, as well as maintenance help is needed at various times throughout the year, depending on need.

- **Seasonal needs:** Based on our guests, inventory, and the season, Project Home families may need the following items:
 - Books
 - Diapers
 - New, in-the-box gift items for the holiday shoppe
 - Winter gear (coats, gloves, mittens, scarves, hats, boots)

TIME COMMITMENT AND SCHEDULE

Time commitments range from 3 hours for a typical meal or evening shift, to 6-8 hours for all-day special events or team builds.

REQUIREMENTS

- Complete orientation, training, background check (only if working one-on-one with children or vulnerable adults), and additional paperwork with Project Home staff
- Energy and a love of children
- Respect and understanding for parents
- Friendly, caring attitude

TRAINING

Project Home staff will host orientation/training opportunities before your first shift. This may include individual or group presentations, shadowing veteran volunteers, completing paperwork, or other ways of learning.

INTERESTED?

Step 1: Complete Interfaith Action's volunteer application and indicate your interest in Project Home.

Step 2: Complete additional paperwork and orientation/training with Project Home staff.

CONTACT

Website: <https://interfaithaction.org/what-we-do/projecthome/>

Questions: Sara Liegl, 651-789-3848, sliegl@interfaithaction.org



ABOUT COMMONBOND COMMUNITIES

Our mission is to build stable homes, strong futures, and vibrant communities.

We believe a home is the foundation for everything in life. At CommonBond, housing is paired with supportive services that provide academic and enrichment programs for youth; and job assistance, health and wellness services, and community engagement opportunities for adults and seniors. This leads to youth who excel in school, adults who find employment and advance in their jobs, and older adults who live independently longer. CommonBond Communities serves nearly 13,000 people in 7,000 units, across 119 properties within 4 states: Minnesota, Wisconsin, Iowa, and South Dakota.

LOCATIONS

- **Skyline** (1247 St Anthony Ave., St. Paul, MN 55104)
- **Torre de San Miguel** (58 E Wood St., St. Paul, MN 55107)
- **Seward Towers** (2910 E Franklin Ave., Minneapolis, MN 55406)
- **Virtually** (Study Buddies only)

VOLUNTEER OPPORTUNITIES

One of the biggest areas of volunteer support is through our Youth Programs. Now more than ever youth are in need of enhanced academic and social emotional support through tutors and mentors. At CommonBond, we work with K-12 grade youth in various afterschool & summer programs to do just that.

Study Buddies: Volunteers are matched with a 1st–6th grade student to strengthen their literacy & academic skills while building a positive and lasting relationship. We provide tailored curriculum and activities to structure time with your buddy and on-site staff support, to ensure you have the tools you need to make a positive impact.

Homework/Enrichment Activity Center: Help individual youth (1st-6th grade) or small groups with homework, as needed, as well as team up with staff to support youth engagement through a variety of fun and educational enrichment activities.

Teen Programing: Connect with teens, grades 7th-12th, in a variety of ways. This may include one-on-one tutoring, homework support, and/or working alongside staff in engaging teens in fun and educational enrichment activities.

Summer Programing: Join us for our 8-week summer program to help combat summer slide by connecting with youth or teens through literacy support, mentoring conversations, special enrichment activities, and community field trips. Youth (1st-6th grade) and Teen (7th-12th grade) engagement opportunities available.

TIME COMMITMENT AND SCHEDULE

Study Buddies: Pairs meet weekly for 90 minutes, duration of a school year (October-May). Monday to Thursday, between 4:00 and 7:30pm (exact time location dependent).

Homework/Enrichment Activity Center: 1.5-2 hour shifts. At least an every-other week commitment for at least one semester. Monday to Thursday, between 4:00 and 7:30pm (exact time location dependent).

Teen Programing: 1.5-2 hour shifts. At least an every-other week commitment for at least one semester. (One-on-one tutoring may require weekly commitment). Monday to Thursday, between 4:00 and 7:30pm (exact time location dependent).

Summer Programing: June-August. Monday to Thursday, between 12:30 pm and 4:30 pm (exact time location dependent). Volunteers commit to 2-3 hour shifts. Volunteers are asked to commit to at least 8 shifts throughout the program. Once you complete the onboarding process, you'll be able to schedule the exact dates that work for you!

REQUIREMENTS

- Age 15+ for Study Buddies, 18+ for all other programing
- Willingness and enthusiasm to partner with us to help students succeed
- Background check

TRAINING

- New volunteer orientation (virtual via Zoom) where you will learn more about CommonBond and general tutoring best practices
- On site orientation, with your site-specific staff member, to cover the basics of the Study Buddies program and learn more about your specific student, if applicable.

INTERESTED?

Step 1: Complete Interfaith Action's volunteer application and indicate your interest in CommonBond Communities.

Step 2: Complete CommonBond's volunteer application

CONTACT

Rachel Kennedy: Volunteer Manager, volunteer@commonbond.org, 651-290-6226

Website: <https://commonbond.org/volunteer/>

ABOUT DAILY WORK

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, and 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.

LOCATION

Daily Work is located behind the Minnesota State Capitol at the Rice Street/Capitol Green Line stop at **105 University Avenue West, St. Paul**

- *Inside Christ Lutheran Church on Capitol Hill*
- *All vaccinated volunteers can work in the office (preferred), but remote options or hybrid work format is possible.*

VOLUNTEER OPPORTUNITIES

Case Manager Volunteer

Case Managers at Daily Work meet 1:1 with job seekers to set and meet employment-related goals. In this 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.

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 4th Monday. 5:30 – 7:30 p.m. Committee schedules vary.

Skills: accounting, legal, public relations, DEI, fundraising, and a strong commitment to DW's mission.

Data Quality Custodian

Help us demonstrate our impact! Do you love seeing numbers that demonstrate impact? Cleaning up data? Making sure information is entered correctly This will include things like running reports, cleaning up data, working with staff and volunteers to ensure data is entered. In short, being the primary advocate for good data management.

Time commitment is flexible: 2-6 hours/week.

Skills: experience with databases, spreadsheets, and reporting; exceptional verbal, written and interpersonal communication skills.

Evaluation Guiding Light

Guide us in how to best demonstrate our outcomes and impact! Do you get excited about figuring out what information best tells the story of results? Help us set up systems and measures to capture data and communicate our impact. This will include things like being a thought partner with the leadership team to configure and monitor our evaluation approach and developing evaluation systems and processes.

Time commitment is flexible: 2-6 hours/week.

Skills: experience with evaluation design, databases, spreadsheets, and reporting; exceptional verbal, written and interpersonal communication skills

Technology Essentials Core Initiative (TECI) Coordinator

Do you love checking off to-do lists? Managing project workflows? Making sure that people get what they need and are set up to succeed? This position will manage the application and delivery process for our TECI program.

Time commitment is flexible: 1-3 hours/week.

Skills: strong project management; excellent computer skills and ability to work with databases, spreadsheets, and reporting; experience with Excel, MS Office, and Google Platform is a plus; strong reasoning and organizational skills; detail oriented.

REQUIREMENTS

(See each position for specific skill requirements)

- Age 18+
- Passion for Daily Work's mission
- Flexibility and transparency
- Ability to work independently and contribute to the team
- Enthusiasm for working with people with diverse backgrounds
- To ensure the safety of staff and job seekers, a background check is required (Daily Work pays for the background check). Daily Work will consider applicants with a criminal record on a case-by-case basis. Typically, crimes against people or crimes of a more recent nature may be cause for Daily Work to deny a volunteer application.

TRAINING

Daily Work provides extensive, formal training for Case Managers about community resources, building engagement with diverse people, and meeting people where they are. The 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.

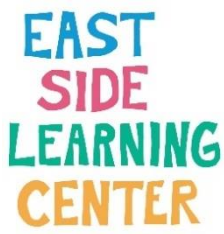
INTERESTED?

Step 1: Complete Interfaith Action's volunteer application and indicate your interest in Daily Work.

Step 2: Connect directly with Daily Work staff to complete additional required paperwork.

CONTACT

Website: www.daily-work.org **Questions:** Judy Sharken Simon at (651) 204-3043 or judy@daily-work.org



ABOUT EAST SIDE LEARNING CENTER

Our mission, "Unlocking each child's potential through the foundation of reading," supports equitable educational outcomes. Reading is the gateway to graduation. ESLC (East Side Learning Center) brings together community elders, teachers, and parents to support readers who struggle in our Literacy Mentoring (K-third grade tutoring) program. Children participate in 30-40 hours of one-on-one Literacy Mentoring during or after school, with the option to participate during the summer as well.

LOCATIONS

- **St. Paul Music Academy** (27 Geranium Ave E, Saint Paul, MN 55117)
- **Community School of Excellence** (270 Larpenteur Ave W, St Paul, MN 55113)
- **Virtual After School Program**
- **More St. Paul sites may be added for 2023-2024, contact for details!**

VOLUNTEER OPPORTUNITIES

Become a Literacy Mentor! Tutor Kindergarten through 3rd grade students to support them to achieve grade-level reading.

- Be a caring, invested adult mentor who helps children learn literacy skills while also growing their relationship and communication skills.
- Virtual and in-person tutoring opportunities are available. Virtual mentors receive a tutoring toolkit.
- Volunteers will be provided with everything they need to tutor and build trusting relationships: training, technology, materials, and staff support.

Each structured, one-on-one tutoring session is 30 minutes. Sessions include time for relationship building, literacy skill development activities, reflection, a read aloud, and a literacy game. Literacy Mentors are provided with the session structure, literacy tutoring materials, and books. ESLC staff will provide training, support, ideas, and foster community among volunteers.

TIME COMMITMENT AND SCHEDULE

From October through May, volunteers serve 2 to 10 hours per week as Literacy Mentors. Literacy Mentors tutor the same student at least two days per week on Mondays and Tuesdays OR Wednesdays and Thursdays. The service pods and times are determined by schools and ESLC.

REQUIREMENTS

- Age 16+
- Satisfactory completion of background checks (cost covered by East Side Learning Center)
- Speak, read, and write English fluently, and strong written and verbal communication skills
- Ability to learn and apply a variety of literacy tutoring techniques
- Healthy condition to work with children in a fast-paced school environment
- Ability to get to school site independently
- Ability to exercise flexibility, initiative, good judgement, and discretion
- Ability to relate to individuals from diverse ethnic, cultural, and socioeconomic backgrounds and to work together in a fair and cooperative manner
- Experience Corps Literacy Mentors must be 50 years or older
- U.S. citizen or lawful permanent resident

TRAINING

ESLC provides an orientation and pre-service training on the session structure, literacy activities and mentoring strategies prior to Literacy Mentors beginning work with their students. Supplemental training is provided throughout the year for a total of 20-25 hours of training.

WILL I MAKE A DIFFERENCE?

“Working with ESLC, other mentors and the children we serve connects me with my love of reading and helps me support our scholars. As each child learns to explore the world through reading, our community grows stronger.” – Kate, ESLC Literacy Mentor

INTERESTED?

Step 1: Complete Interfaith Action’s basic volunteer application and indicate your interest in East Side Learning Center.

Step 2: Step 2: Complete ESLC’s online application form at

<https://www.eastsidelearningcenter.org/volunteer/volunteer-application-form>



QR Code

Website: www.eastsidelearningcenter.org

Questions: Madison Bailey, Volunteer and Event Coordinator, madison.bailey@eslcmn.org



Neighborhood House

ABOUT NEIGHBORHOOD HOUSE

When families and individuals in St. Paul want to make a change in their lives, Neighborhood House is here to help. We are a multi-service agency, providing wrap-around services for people when they need it most. Neighborhood House helps people with basic needs, education, multiple youth programs, and health & well-being. Neighborhood House serves more than 15,000 people at multiple locations throughout the City of St. Paul, and all of our programs are offered for free to participants.

LOCATIONS

Main Campus Location

- Wellstone Center: 179 Robie Street East (Saint Paul, MN)

Family Centers

- Dayton's Bluff Elementary: 262 Bates Avenue (Saint Paul, MN)
- Highland / Sibley Manor Apartments: 1293 Maynard Drive, #410 (Saint Paul, MN)
- Johnson Elementary: 740 York Avenue (Saint Paul, MN)
- Saint Paul Music Academy: 27 Geranium East (Saint Paul, MN)
- Wellstone Center: 179 Robie Street East (Saint Paul, MN)

VOLUNTEER OPPORTUNITIES

Volunteers engage throughout Neighborhood House, and we continue to add volunteer and internship opportunities throughout the year. Current opportunities are on the [website](#). Here are options that support economic mobility:

Skills for School Preschool Class Volunteer: Volunteers serve alongside classroom teachers and help immigrant and refugee children develop the skills they will need to enter kindergarten. The Skills for School Preschool helps children learn fundamentals, such as numbers, letters, and colors, as well as improve their language and social skills. Volunteers assist staff with engaging games, crafts, and other fun learning activities for children between the ages of 3-5.

Time commitment: 2-2.5 hours per week depending on the site, typically over 12 weeks.

Adult Education Classroom Assistant: Our ELL classes focus on a learner-centered model which incorporates basic English language instruction with American cultural lessons and daily survival skills. Classroom Assistants support a staff teacher working with adult immigrants and refugees from all over the world in large and small classroom settings, as well as small groups and one-on-one. They help provide a comfortable learning atmosphere and aid learners in the acquisition of the skills they need to live, work, and support their families in the United States.

Computer Class Volunteer: Volunteers will make an impact in computer classes by directly assisting students as they reach toward their digital literacy goals. Computer literacy classes allow learners to gain the skills needed to thrive in our increasingly electronic world. Students gain skills in typing and internet searching that can be used in their everyday lives. They use these skills to search for jobs, stay connected with family, access information about their children's education, study English, and pursue post-secondary and continuing education opportunities.

Time commitment: 1-2 hours per week, typically over 12 weeks.

REQUIREMENTS & TRAINING

Age requirements and training vary by volunteer role, and can be found on our [Volunteer Opportunities page](#). Orientation and training typically occur during your first shift. All volunteers working with youth must complete a background check.

INTERESTED?

Step 1: Complete Interfaith Action's volunteer application and indicate your interest in Neighborhood House.

Step 2: Complete Neighborhood House's [online volunteer interest form](#) on their website.

CONTACT

Website: www.neighborhoodhousemn.org

Questions: Shane Springer, Director of Volunteer Engagement, 651-789-2524, sspringer@neighborhoodhousemn.org



ABOUT READING PARTNERS

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.

LOCATIONS

Reading Partners serves multiple schools across the Twin Cities metro area ([map](#))

- **Ascension Catholic School** – 1726 Dupont Ave N, Minneapolis 55411
- **Jenny Lind Elementary School** – 5025 Bryant Ave N, Minneapolis 55430
- **Kenwood Elementary School** – 2013 Penn Ave S, Minneapolis 55405
- **John Paul II Elementary School** – 1630 4th St NE, Minneapolis 55413
- **Northrop Elementary School** – 4325 31st Ave S, Minneapolis 55406
- **St. Peter Claver Catholic School** – 1060 Central Ave W, St. Paul 55104
- **Community School of Excellence** – 270 Larpenteur Ave W, St. Paul 55113
- **New Millennium Academy** – 5105 Brooklyn Blvd, Brooklyn Center 55429

VOLUNTEER OPPORTUNITIES

Reading Partners utilizes a research-based curriculum that is in alignment with common core state standards. We practice the 'I do, we do, you do' philosophy, gradually releasing the responsibility and mastery of the skill to the student. Students receive 45 minutes of instruction, based on their skill level, and progress through the curriculum as they master each skill. All the materials for the lesson are provided by Reading Partners. Tutoring takes place in the dedicated Reading Center, in each school, and tutors are supported by a Site Coordinator.

TIME COMMITMENT AND SCHEDULE

- 1 hour per week for the school year (through early May)
 - **During the school day:** 8:30 am — 4:00 pm
- *Timing may differ depending on the partner site*

REQUIREMENTS

- Age 14+
- Background check (paid for by Reading Partners)

TRAINING

- Orientation (1.5 hours)
- Curriculum Module: 15-minute, self-paced, online training module based on your students' curriculum level
- 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

INTERESTED?

Step 1: Complete Interfaith Action's volunteer application and indicate your interest in Reading Partners.

Step 2: Complete Reading Partner's online application form at <https://readingpartners.org/volunteer-twin-cities/>.

CONTACT

Website: www.readingpartners.org

Questions: Contact volunteer recruitment staff at VolunteerTC@readingpartners.org or (651) 362-0430.



SAINT PAUL PUBLIC LIBRARY

ABOUT SAINT PAUL PUBLIC LIBRARY

The Saint Paul Public Library is the cornerstone of our thriving city. We welcome people of all ages and cultures, strengthen neighborhoods and communities, and connect all to a world of knowledge. You are never more than a few miles away from a Saint Paul Public Library location.

LOCATIONS

The Reading Together program is located at 6 locations around St. Paul:

- Rondo Library (461 Dale St., St. Paul, MN 55103)
- Arlington Hills Library (1200 Payne Ave, St. Paul, MN 55130)
- Rice Street Library (1011 Rice St., St. Paul, MN 55117)
- Sunray Library (2105 Wilson Ave, St. Paul, MN 55119)
- Dayton's Bluff Library (645 E 7th St., St. Paul, MN 55106—this library is located inside Metropolitan State University)
- Merriam Park Library (1831 Marshall Ave., St. Paul, MN 55104)

VOLUNTEER OPPORTUNITIES

Reading Together (1st-5th grades)

Volunteers meet one-on-one with a student in grades 1-5 for one hour per week for one school year. The goals are to foster an enjoyment of reading and create a positive mentoring relationship. As a reading mentor, you will develop rapport with the student and support their individual growth and engage with literacy activities and games. Tutors must be proficient in reading and writing. Most of the students come from families who speak English as a Second Language and are slightly below reading level. Based on your available hours and desired library location, you will be paired with a student who has the same availability.

TIME COMMITMENT AND SCHEDULE

- **Reading Together** runs for students and tutors Monday-Wednesday, 4:00 pm -7:00 pm. Volunteers commit to one hour of reading per week October-May. No programming in January.

REQUIREMENTS

- Age 14+
- Background check 18+

TRAINING

- Training: virtual training and in person shadowing opportunities.
- Orientation: in-person tour of library and overview of on-site programming.
- Tutors receive active coaching & support from a Site Coordinator, who is always present when tutoring is happening.

INTERESTED?

Step 1: Complete Interfaith Action's volunteer application and indicate your interest in Saint Paul Public Library.

Step 2: Email the Saint Paul Public Library at VolunteerSPPL@ci.stpaul.mn.us to confirm your interest and set up your volunteer shifts.