



## ***Change a child's life!***

### **Become a TEAM READ Reading Mentor Today!**

- ★ Help 2<sup>nd</sup> and 3<sup>rd</sup> graders learn to read by reading **EXCITING** books and doing **FUN** activities!
- ★ Earn **FREE** books, enjoy **PIZZA** parties, and gain volunteer experience!
- ★ Join a team of **AWESOME** local high school and middle school students!
- ★ Obtain referrals and recommendation letters for future jobs!
- ★ Build your student's **CONFIDENCE** and **LOVE** for reading!

#### **What is the TEAM READ Reading Mentors Program?**

TEAM READ Reading Mentors is a fun, after-school tutoring program that trains qualified 8<sup>th</sup> grade students as reading coaches and mentors and pairs them with 2<sup>nd</sup> & 3<sup>rd</sup> grade students who need help with reading. As a Reading Mentor, you volunteer your time, twice a week (Mon/Wed or Tues/Thurs) at your selected elementary school or neighborhood site. Selected participants must commit to volunteering the whole semester as a mentor.

The Reading Mentors program gives 8<sup>th</sup> graders the opportunity to make a difference in the lives of younger students while gaining great volunteer experience that can be used when applying (as references) for future volunteer and employment opportunities.

#### **How will it benefit me?**

Coaches gain valuable community service, volunteer work experience, references for future jobs. Tutors are also eligible for fun incentives (like free books & pizza parties).

#### **How can I sign up?**

You can get an application at your school's Counseling Office or you can print an application from our website: [www.teamread.org](http://www.teamread.org).

#### **I'd like more information- who should I contact?**

For more information, contact Program Manager Bill Eisele at 206-252-0194 or email Bill at [weisele@seattleschools.org](mailto:weisele@seattleschools.org)



Teens Tutoring Kids to Achieve Reading Success.

**PROGRAM OVERVIEW:** Team Read is an after-school reading tutoring program that trains qualified 8<sup>th</sup> grade & high school students as volunteer reading tutors and pairs them with 2<sup>nd</sup> & 3<sup>rd</sup> grade students who need help with reading. The program meets two afternoons a week (Mon/Wed or Tues/Thurs) at selected elementary schools from early-February to mid-May. Reading Mentor students must commit to the whole semester. **The Reading Mentors** program gives 8<sup>th</sup> graders the opportunity to make a difference in the life of a younger student while gaining great volunteer experience that can be used for future employment opportunities.

## READING MENTOR VOLUNTEER APPLICATION CHECKLIST

**Applications are Due January 16!**

Please be sure that your application is **COMPLETE** before submitting. Incomplete applications will not be processed and will be sent back to you.

**\*\*Use this checklist to verify that you have completed all required fields. \*\***

SECTION	COMPLETED
<input type="checkbox"/> <b>PAGE 4</b> <b>Applicant Information:</b> Complete all fields.	_____
<input type="checkbox"/> <b>PAGE 5 &amp; 6</b> <b>Essay:</b> Please write <u>neatly &amp; legibly</u> . Attach a separate sheet of paper if you need additional space.  <b>References:</b> Make sure you receive THREE (3) references with complete signatures and teacher information.	_____ _____ _____
<input type="checkbox"/> <b>PAGE 7</b> <b>Parent/Guardian Permission:</b> Anyone younger than 18 year olds is required to have parent/guardian permission.	_____
<input type="checkbox"/> <b>PAGE 8</b> <b>Background check:</b> Complete information & signature.	_____
<input type="checkbox"/> <b>PAGE 9</b> <b>Consent for Student Release Information &amp; Applicant Verification and Signature:</b> Complete both Applicant and Parent/Guardian signature. Both boxes need to be filled out and signed.	_____



PLEASE SUBMIT YOUR COMPLETED APPLICATION TO THE TEAM READ BOX LOCATED AT YOUR SCHOOL'S COUNSELING CENTER

OR

MAIL COMPLETED APPLICATIONS TO:  
Team Read  
PO Box 94042  
Seattle, WA 98124

## Reading Mentor Goal:

Assist assigned student reader in improving his/her reading through one-on-one tutoring while also being a positive role model and mentor. This means caring for the student reader's success, and showing empathy and understanding as you assist with reading skills.



### **Reading Coaches are expected to:**

- Attend required training sessions; work within the tutoring structure outlined in the training sessions and materials.
- Ask questions, follow directions/feedback provided by the Site Coordinator, Site Assistant, Program Manager, Reading Specialist, and other program staff.
- Be present at every tutoring session; be on time and work within the established schedule; contact the Site Coordinator in advance if you must be late or absent.
- Develop a positive relationship with the student reader.
- Model a positive attitude towards reading, and communicate your belief that your student will become a better, more confident reader.
- Demonstrate responsibility on the job by following the Team Read policies and guidelines.
- Communicate and read clearly in English (i.e. pronounce words correctly, define words, model fluent reading and read with expression) as the student reader must be able to understand and model their reading coach.
- Use the Team Read strategies and help your student reader stay focused before, during and after reading, and with vocabulary development.

### **To be selected to participate in Team Read, you must:**

- Satisfy the 7 minimum qualifications (see below)
- Pass a background check using the Washington State Patrol Access to Criminal History (WATCH) program
- Attend the entire Team Read training and the two on-site orientation and training sessions, and a November workshop.

### **Minimum Qualifications to volunteer as a Reading Mentor:**

1. Have a strong interest in helping a younger student become a better reader
2. Be a good role model for younger students
3. Have a minimum 2.0 GPA\* (grades reviewed)
4. Good attendance record (no more than 7 unexcused absences in the previous school year)
5. Parent permission & 3 signed references by teachers and school personnel
6. Spoken and written language competency in English
7. Commitment to the program twice a week through **May 16, 2019** (Spring semester Mentors are also welcome and needed). If you are playing a winter sport, or any other activity, please make sure that your schedule allows you to commit through the entire month of January: **no exceptions to this policy.**

**“The Team Read program is such a great opportunity for teens to not only help kids but learn more about themselves and important skills for the future.”**  
– Reading Coach









# PARENT/GUARDIAN PERMISSION

Parent/Guardian- Please complete:

\_\_\_\_\_  
(First Name) (Last Name) (Relationship)

\_\_\_\_\_  
(Home Address) (City) (State) (Zip)

\_\_\_\_\_  
(Employer) (Home Phone) (Work Phone) (Cell Phone)

Emergency Contact (if different from above): \_\_\_\_\_  
(Name) (Phone Number)

Please provide a valid email address for periodic family correspondence: \_\_\_\_\_  
(Email)

## PARENT/GUARDIAN MEDIA RELEASE—OPT-OUT

Team Read considers a lack of response as consent for box A.

Please check one of the two boxes below:

A.  I hereby give permission to Seattle Public Schools and/or the news media to take pictures of and/or interview the above named child for: Photos for Team Read web-site, newspaper articles, annual report and/or general media (print and television) coverage.

B  I do **NOT** consent to release of any of the above information except as authorized by law.

## **\*\*PARENT/GUARDIAN VERIFICATION AND SIGNATURE\*\***

I am willing for my child \_\_\_\_\_ to be a volunteer reading coach and mentor under the conditions provided in the TEAM READ tutor qualifications, job description, and expectations on page 3. I realize that my child must commit to work for Team Read at least through May 16, 2018. Lastly, I understand and give consent to Seattle School District No. 1 to verify eligibility requirements against my child's student records including any disciplinary actions, and to complete a criminal history background check (as described on page 8).

Please read and initial on the line:

\_\_\_\_\_ **My child will attend one of the New Mentor Trainings in January (list on last page)**

\_\_\_\_\_ **My child will attend one of the March workshops (list on last page).**

**PARENT/GUARDIAN SIGNATURE:** \_\_\_\_\_

# BACKGROUND CHECK

**THIS PAGE MUST BE FILLED OUT AND SIGNED FOR APPLICATION TO BE COMPLETE.**

**Have you ever been suspended from school or had other disciplinary actions taken?**  
*(Please Circle) YES NO (Note: Answer will not necessarily disqualify you from participation)*

**Seattle Public Schools      ADDENDUM TO EMPLOYMENT APPLICATION**

Have you ever resigned from employment under threat of discharge or discipline for misconduct or unsatisfactory performance? If so, please explain.	<input type="checkbox"/> YES <input type="checkbox"/> NO
Have you ever been arrested and/or charged with a crime at any time? If yes, as to each arrest, supply the following information:	<input type="checkbox"/> YES <input type="checkbox"/> NO
Were you charged with a crime?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If charged, are the charges still pending? If so, indicate the nature of the charge, date charged, court of jurisdiction, case number, and trial date (if scheduled)	<input type="checkbox"/> YES <input type="checkbox"/> NO
If the charges are not still pending, indicate the nature of the charge, the date charged, the court of jurisdiction, and the case number, and specify how the charges were resolved. (Indicate whether by dismissal, acquittal, conviction, guilty plea, agreement with court or prosecutor, or some other manner of disposition.)	<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>(Use a separate sheet of paper if necessary.)</i>	

The Seattle School District requires a background check for employees, and strongly recommends that background checks be provided for all volunteers working with children.

A background check will be completed for Team Read applicants that meet the programs' minimum qualifications, using the Washington State Patrol Washington Access to Criminal History (WATCH) program. If charges/offenses are reported, you will receive written notification from Team Read.

**APPLICANT: Please sign and date below.**

**NOTE: A CRIMINAL OR ARREST RECORD WILL NOT NECESSARILY DISQUALIFY YOU FROM PARTICIPATION.**

  
  

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



# **\*\*APPLICANT VERIFICATION AND SIGNATURE\*\***

## **CONSENT FOR RELEASE OF STUDENT INFORMATION**

I hereby certify that the information contained in this volunteer application is true and complete. I understand that a falsified statement on this application shall be considered sufficient cause for my dismissal or the withdrawal from consideration.

And, I understand the requirements of being a Reading Mentor as described in this application and I commit to the program the whole semester.

**Please sign & date the following:**

**Applicant signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Under the Family Educational Rights and Privacy Act ("FERPA")

The Family Education Rights and Privacy Act ("FERPA") of 1974 is a federal law designed to protect the privacy of students' educational records. This authorization permits the Seattle School District to release the designated items to the organization or person listed below.

**Person(s) or organization(s) to whom records are to be released:**

*Seattle School District No. 1 Human Resource Department and Team Read (a separate non-profit entity)*

**Records or items that are to be released:**

- *Attendance records from September 1, 2013 to current date*
- *Discipline Records, if any, from September 1, 2013 to current date*
- *Grades from September 1, 2013 to current date*
- *Date of Birth*

**Purpose or purposes for disclosure of educational records:** *To verify minimum employment qualifications for participation in Team Read Program.*

### **PARENT/ GUARDIAN & APPLICANT: Please sign & date below:**

I hereby give my consent and grant authorization for the Seattle School District to release the educational records above to the person or organization identified above.

\_\_\_\_\_  
**(Parent signature)**  
*(If student is 18 years or older, student may consent to release and a parent signature is not required.)*

\_\_\_\_\_  
**(Date)**

\_\_\_\_\_  
**(Applicant signature)**

\_\_\_\_\_  
**(Date)**

*Team Read shall retain a copy of this release along with the student's application for employment as a reading tutor.*

Please detach this page from the application and keep it for your information.

## Now what's next?



**Regarding your selection: You will be notified by email by January 31st** whether or not you have been selected to participate in Team Read.

Contact us at [josibounheua@seattleschools.org](mailto:josibounheua@seattleschools.org) after January 31st for more information regarding your application status



Once you've been selected, you will need to attend one of the following trainings.

Thursday, January 24	4:30pm - 7:30pm	John Stanford Center
Saturday, January 26	10:00am – 1:00pm	John Stanford Center

### Training is mandatory for all coaches.



All coaches are also **required to attend one of the March workshops**, to continue to build coaching skills:

1. Wednesday, March 27, 4pm-6pm, John Stanford Center
2. Thursday, March 28, 5pm-7pm, John Stanford Center
3. Saturday, March 30, 10am-12pm, John Stanford Center

At the workshops, you will work with staff and your fellow reading coaches to set goals for your student and address any coaching challenges you face.

Follow us on Facebook and Twitter  
@GoTeamRead

Team Read | PO Box 94042 Seattle, WA 98124 | [www.teamread.org](http://www.teamread.org)