



Thank you for your interest in the *On Your Mark* Academic Support Program!

We are currently interviewing volunteers for the 2016/2017 school year, which began at the end of October 2016.

Please read below for more information:

On Your Mark ACADEMIC SUPPORT PROGRAM (for students of Portuguese speaking descent and Spanish speaking descent)

There are **TWO** volunteer positions available for the *On Your Mark* Academic Support Program.

1. Volunteer Tutor Position

2. Volunteer Site Supervisor /Back-Up Tutor Position.

The Volunteer Tutor position is available once a week from Monday to Saturday. Afterschool sessions, from Monday to Friday, are held for two time slots **3:30-5:00 OR 4:00-5:30** (at select school sites) at one of our 9 after-school sites in the Metro Toronto area. Our Saturday support session runs from 9:45am sharp to 12:00pm at St. Mary's Catholic Secondary School (Dufferin & Bloor). *Tutors are welcome to volunteer as many days as they choose, with the minimum being a commitment of one day a week.*

The Volunteer Site Supervisor/Back-Up Tutor position is available once a week Monday to Friday for various time slots **3:20-5:00 OR 3:50-5:30** (at select school sites) OR Saturday's from 9:30am to 12:15pm at St. Mary's Catholic Secondary School (Dufferin & Bloor) *Site Supervisors are welcome to volunteer as many days as they choose, with the minimum being a commitment of one day a week.*

Who Can Become A Tutor?

- ✓ **MUST HAVE EXCELLENT COMMUNICATION SKILLS IN ENGLISH**
- ✓ A student or graduate of a secondary or post-secondary institution.
- ✓ Minimum age of 18 required for after-school support sessions. Minimum age of 16 required for Saturday morning support sessions.
- ✓ Ability to help students in all or some areas of reading, writing and math. Volunteers have the opportunity to specify subject area of strength
- ✓ Interest in the field of education and/or social services
- ✓ Some experience working with children and/or youth at the elementary and/or high school level.
- ✓ Committed, reliable and interested in making a difference in the lives of children and/or youth.
- ✓ Posses a positive attitude towards learning.
- ✓ **COMMITMENT**

ALL Volunteers are expected to attend a mandatory Orientation Session (1 hour session) which will guide you through the program requirements and expectations.

Volunteer Site Supervisor / Back-Up Tutor Role

- ✓ **MUST HAVE EXCELLENT COMMUNICATION SKILLS IN ENGLISH**
- ✓ Maintain and collect records of attendance.



- ✓ Follow up with absent tutors and students with a phone call, to notify parents of their child's absence.
- ✓ Update Program Coordinators of any volunteer absences and/or concerns that may have surfaced via email within a timely manner after the support session.
- ✓ Maintain a positive and enthusiastic attitude towards education and learning
- ✓ Follow all policies and procedures as outlined in the orientation session and manual
- ✓ Back-up tutor for one or more students when necessary.
- ✓ COMMITMENT

ALL Volunteers are expected to attend a mandatory Orientation Session (1 hour session) which will guide you through the program requirements and expectations.

What Is The *On Your Mark* Academic Support Program?

When Michael Ornstein's analysis of "Ethno-racial Inequality in the City of Toronto" was released in March of 2000, the report cited the Portuguese and the Spanish-speaking communities as two groups experiencing extreme disadvantage in the educational system. The report noted that the situation of the Portuguese community and the Spanish-speaking community involves a unique combination of factors including a high proportion of non-high school graduates and very few university graduates.

The *On Your Mark* Academic Support Program, an initiative established in 2001, was a direct response by the Portuguese community to those stark statistics and has proven the community's ability to organize and work together to support its children and youth and address student academic underachievement and dropout rates. With the support of community sponsorships and funding from both the Toronto Catholic District School Board and the Toronto District School Board, *On Your Mark* was able to expand the program to students of the Spanish-speaking community in 2008. *On Your Mark*, which is free to parents, is marking its 14th year of service to the community for the 2015/2016 school year, continuing to support the improvement of our students' academic performance and reversing the cycle of disadvantage.

On Your Mark annually serves over 250 students of Portuguese-speaking descent and Spanish-speaking descent. The program welcomes close to 170 volunteer tutors and site supervisors a year and operates out of 10 schools, with 68 schools involved from various school boards, including the Toronto District School Board, Toronto Catholic District School Board, and the Dufferin-Peel District School Board.

Although *On Your Mark* is proud to have assisted over 1,700 students since its inception, there is evidence of ongoing need. A recent report by the author mentioned above (*Ethno-Racial Groups in Toronto, 1971-2001-A Demographic and Socio-Economic Profile*, January 2006) suggests that while there have been absolute increases in education from 1971 to 2001; there has been no improvement relative to the overall population.

How Does The Program Work?

- to provide one-to-one or small group support to students in elementary and/or high school.
- Volunteer tutors are recruited, interviewed, trained and matched with "at risk" students in selected school sites to receive help with homework, and basic literacy and numeracy skills.
- Tutors have an opportunity during the interview to discuss grade preference and subject area preferred.



- Tutors and students meet a minimum of once a week for either Afterschool Support Sessions OR Saturday morning support sessions.
- **Support sessions are done in ENGLISH.** You do not have to be of Portuguese or

Spanish speaking descent or speak either Portuguese or Spanish to be a volunteer tutor. It is an asset for those tutors who do speak Portuguese and/or Spanish, allowing communication with parents who do not speak English.

Tutor Testimonials

"I think that this is an amazing program. It is a great opportunity for the students as well as for myself."

"Working with Brandon is the greatest part of my week. His efforts inspire me and I always find myself happier on Tuesdays than any other day of the week."

"Thank you for giving me the opportunity of pursuing my dream of working with children."

5:00 / 3:50-5:30pm (sharp)

SATURDAY MORNING SESSIONS

- Tutors from 9:45am (sharp) to 12:00pm (sharp) at St. Mary's Catholic Secondary School at Dufferin & Bloor. Site Supervisors from 9:30am (sharp) to 12:15pm (sharp)

School Locations:

St. Anthony Catholic School (Gr.1-12)

130 Shanly Street

(Bloor & Dufferin -1 block North of Bloor on Dufferin and 1 block East on Shanly)

St. Nicholas of Bari Catholic School(Gr.1-8)

363 Rogers Road

(Caledonia & Rogers Road)

Rawlinson Community School (Gr.1-12)

231 Glenholme Ave, York

(St. Clair Ave. W & Oakwood Ave.)

Regal Road Public School (Gr.1-6)

95 Regal Road, Toronto

(Dufferin & Davenport (1 block north of Davenport, 1 block east of Dufferin)

Alexander Muir/Gladstone Ave. Public School (Gr. 1-8)

108 Gladstone Avenue

Toronto, ON

(Dufferin & Dundas St. W)

AFTERSCHOOL SUPPORT SESSIONS

- Held on a pre-determined day (to be decided by the volunteer) between Monday to Friday for various time slots 3:20-5:00 / 3:30-5:00 / 4:00-5:30pm sharp at one of our 6 after-school sites in the Metro Toronto area. For Site Supervisors the Afterschool support sessions are held from 3:10-4:30 / 3:20-



St. Martha Catholic School (Gr. 1-12) - **close to YORK University
1865 Sheppard Avenue West
(Jane & Sheppard)

St. Mary's Catholic Secondary School SATURDAY MORNINGS 9:45am TO 12PM
66 Dufferin Park Ave., Toronto
(Dufferin & Bloor)

Your Next Step- Interview

Schedule an Interview: please email me with what position you are interested in and the time and date you prefer for an interview. Interviews are held throughout the summer and school year Monday to Friday between 9:30-4:30pm. The interview location is 1081 Bloor St. W, lower level (Dufferin & Bloor) 1 block East of Dufferin.

For the interview, please also bring in TWO pieces of government issued identification (one with photo ID and full name) the second piece of government issued ID can have just your full name. This is needed for the Police Check application (cost is covered by the Working Women Community Centre). A photocopy will be taken of your ID to attach to the police clearance forms.

The police check: Will be filled out during the interview and can only be completed if you are 18 years of age or older, a Canadian Citizen or Permanent Resident and as a Permanent Resident meet the one year rule requirement, which means that you were not out of the country for longer than a year period recently. If you have been out of the country or you are a non-resident you are required to submit a police check, from within the last 6 months, from your country of origin at your own cost. This would then be submitted along with the Canadian police check (which we will provide you with)

If you do have a previous completed Police Clearance (even if expired) please bring the copy with you to the interview if possible, as we can then re-apply for the clearance.

Benefits

Students Experience Some Or All Of The Following Outcomes:

- More regular completion of homework
- A more positive attitude towards learning
- Increased self confidence
- Greater academic achievement
- Exposure to positive role models
- Understanding of post-secondary opportunities

Volunteers Can Benefit From Experiencing All Of The Following:

- Develop your leadership, interpersonal and communication skills
- Experience in the field of education
- Be a role-model to a child
- Receive satisfaction for helping others succeed
- Letters of Reference (upon request)
- Recorded hours of volunteer work (40 hours for high school students)
- Teachers College applications can be completed upon request

- Certificate of Appreciation



The *On Your Mark* MENTORING PROGRAM

Adopt-A-Student Day – Annual event held on same day as “take your kids to work day”. Grade 11-12 Portuguese high school youth are matched with a University mentor to shadow them for the day at the University of their choice. Close to 90 students per year participate from 8 local high schools in the community, both TDSB & TCDSB.

Transition Workshops for On Your Mark Grades 7-12– Annual Workshop provides information and answers questions to *On Your Mark* students regarding high school and post-secondary education and career options information. Parents are also encouraged to attend workshops.

Academic Success Workshop for Parents/Guardians – Two workshops offered throughout the school year. Practical tools and methodology to support their child’s learning, how to work closely with the school system, understanding the Ontario elementary school AND high school curriculum, methods and behaviours to facilitate the learning process and a question and answer period. Parents/Guardians are provided with an Education Resource Guide Book for Parents courtesy of On Your Mark.

Thank you for your time and consideration. We look forward to hearing from you.

Regards,

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