

## WHO ARE WE?

[Educate. Radiate. Elevate.](#) is a nonprofit public charity operating in Illinois and Texas.

Our **Purpose** is to strengthen the educational achievement of K-12 BIPOC students who are facing economic hardship by providing them with high-quality instruction from experienced tutors who will assist them with academics and test prep as well as essential learning and life skills.

Our **Mission** is to minimize the disproportionate learning losses for low-income students of color to provide economic, social, and emotional stability for the youth served, their families, and their community.

Our **Objectives**: In our work with our students, we focus on having an impact on three domains:

- Academic Gains
  - Increased grades and/or scores
  - Engagement and motivation in school
  - Schoolwork completion and understanding
- Social-Emotional Gains
  - Confidence and pride
  - Self-efficacy and independence
  - Advocacy and leadership
- Soft Skills Gains
  - Metacognition
  - Executive functions
  - Interpersonal skills

Our **Core Values** include:

- **Empathy** - Our team empathizes with our students to build deeper connections, help us better understand what drives their behavior, and find strategies to help.
- **Educational Equity** - We know that all students can learn when given the opportunity, so we seek to ensure that our students have the support and resources they need to be successful.
- **Cultural Responsiveness** - We strive to learn from and relate respectfully with people of all cultural backgrounds by continually reflecting on our own backgrounds and behaviors, actively learning about our students' cultures and communities, and adjusting our practices accordingly.
- **Holistic Approach** - We take a comprehensive approach to teaching by seeking to address the emotional, social, ethical, and academic needs of our students in an integrated learning format.
- **Partnership** - We understand that students' opportunities for learning extend beyond classroom walls, and thus we strive to nourish meaningful connections with our students' families, schools, and communities, as well as other organizations providing vital services to them.

Our **Program**:

1. We recruit and background check experienced tutors.
2. The tutors participate in a 1.5-hour onboarding meeting, a 2-hour "Teaching Metacognition, Executive Functions, and Interpersonal Skills" roundtable, and a 3-hour "Culturally Responsive and Trauma-Informed Teaching" course.
3. K-12 low-income students of color are nominated by anyone – even themselves!
4. Accepted students complete grade-level appropriate tests to assess their levels of mastery in Math and ELA. They also complete a survey to determine their present capacity for soft skills. Their parents/guardians complete a survey to detail their child's current progress.
5. Each accepted student is paired with one tutor for the upcoming term (Fall Term is October - January, Spring Term is February - May, and Summer Term is June - September).
6. The tutors schedule each student for twelve 1.5-hour tutoring sessions once per week during the 4-month term. These sessions will take place online or, in special cases, in-person.
7. Throughout the course of the program, the tutors will regularly provide feedback to the parents/guardians regarding the students' progress.
8. Upon completion of the program, the students and their parents/guardians complete exit-surveys.

## **WE ARE LOOKING FOR VOLUNTEER AMBASSADORS!**

Ambassadors deepen relationships with key supporters. As a group of high-powered volunteers working directly with our team, Ambassadors can have outsized impacts on our mission. Our Ambassadors' connections with the community are powerful motivators for new donors and attendees who'll see that their loved one or colleague cares enough about our mission to promote it themselves.

### The Functions and Responsibilities of our Ambassadors:

- Advocate for our nonprofit, spreading awareness and inspiring interest
- Recruit tutors and other ambassadors
- Form, document, and maintain relationships with K-12 schools, nonprofits, service providers, and donors
- Maintain and share with E.R.E. logs of volunteer hours as well as confidential records of contact information and details of interactions
- Share at least one E.R.E. [social media](#) post each week on personal social media

### The Desired Skills of our Ambassadors:

- Passion for helping underprivileged youth
- Ability to connect with target audiences
- Clear, concise, and authentic communication (verbal and written, in-person and remotely)
- High level of professionalism
- Talent for relationship-building
- Ability to gather information and provide innovative insight
- Attention to detail and organization
- Open to receiving and giving feedback

### The Requirements of our Ambassadors:

- Be 15 years old or older
- Participate in a 1.5-hour onboarding meeting online
- Commit to at least 3 hours each week for a minimum of 3 months for outreach
- Reliable access to a device with email and wifi capabilities
- Reliable access to a personal phone that can make calls in the USA

### The Perks for our Ambassadors:

- Flexible, remote work schedule with a great deal of autonomy
- Build upon resume/CV
- Establish meaningful networking connections
- Obtain real-world experience
- Help to make a difference!

### Other Potential Remote Volunteer Opportunities:

*Available after 3 months of being a volunteer Ambassador*

- Onboard and mentor other volunteers
- Lead non-voting committees
- Data Entry
- Translate documents into Spanish
- Marketing
- Compose newsletters and blogs
- Write social media content
- Thank donors via handwritten cards and phone calls
- Website maintenance
- Technology support
- Read storybooks to children
- Tutor K-12 students (more info [here](#))

## TO APPLY:

Send the following to [Info@EducateRadiateElevate.org](mailto:Info@EducateRadiateElevate.org):

1. Your resume detailing experience related to planning, organization, communication, relationship-building, and maintaining and submitting detailed logs.
2. How did you hear about this opportunity? Please be as detailed (person's name, website, flier location, etc.) as possible.
3. What city and state do you currently reside in?
4. The email addresses & phone numbers of 1 professional reference OR 2 personal references whom we have permission to contact
5. When can you start? How much time could you commit each month and for how many months?
6. Describe your last volunteer experience. How did that experience prepare you for this opportunity?
7. What specifically about Educate. Radiate. Elevate.'s Purpose, Mission, Objectives, and/or Core Values appeals most to you? Why?
8. Why is this opportunity important to you?