



## **YEP Educates Volunteer Classroom Assistant**

### **About YEP Educates**

YEP Educates is a program of the Youth Empowerment Project (YEP) that supports young people and adults in achieving educational goals, including earning a high school equivalency diploma (HiSET). Our adult education program serves motivated learners working to build academic skills, confidence, and pathways to employment and continued education.

### **Key Responsibilities**

- Assist the Lead Instructor during adult education classes
- Provide one-on-one or small group academic support (reading, math, writing, test prep)
- Help learners stay engaged, organized, and on task
- Offer encouragement and reinforce a supportive, judgment-free learning environment
- Assist with classroom setup, materials, and basic administrative tasks
- Support learners with technology as needed (basic computer use, online platforms)
- Uphold YEP's values of respect, accountability, and integrity
- Support the instructor by making copies, organizing and sorting materials, and assisting with classroom setup and decoration as needed.

### **Qualifications**

- Commitment to supporting adult learners with diverse backgrounds and experiences
- Patience, empathy, and strong communication skills
- Comfortable working in a classroom setting and following instructor guidance
- Basic academic proficiency (especially in math and/or literacy preferred)
- Reliable and punctual
- Teaching, tutoring, or education experience is a plus, but not required

### **Time Commitment**

- Flexible scheduling based on class needs
- Typically 1–2 shifts per week during scheduled class times
- Consistent weekly commitment preferred

### **Benefits of Volunteering**

- Make a meaningful impact in adults' educational journeys
- Gain experience in adult education and classroom support
- Work alongside dedicated educators and community leaders