

Let's Read Ipswich



Volunteer Coach Role

Coach Role Description

Let's Read Ipswich is an unincorporated charity run by volunteers who offer adults free one-to-one help with their reading difficulties.

Reading improves confidence, self-esteem, independence and skills which can improve people's lives and chances of securing employment. We provide this support in the Ipswich Area.

Desirable Personal qualities in a Reading Coach:

- an ability to talk and listen to the person you coach in a patient, positive, encouraging and purposeful way.
- a non-judgemental attitude and a positive respect for others, regardless of abilities, ethnicity, gender, religion, sexual orientation or age.
- an ability to focus on your Reader and their needs.
- an ability to work alone, seeking support when necessary.
- reliability and consistency.
- a commitment to maintaining confidentiality.
- willingness to undergo an Enhanced DBS check, if required.

It is useful if you have the equipment, ability and confidence to use meeting applications such as Zoom but this is not essential.

Resources

We use the Turning Pages reading system, which is central to the way we work. It is a phonics-based reading programme for adults (published by the charity Shannon Trust), designed to be used by volunteers. It is made up of five separate manuals, with 30 accompanying graded reading books, which have all been written specifically for adults. Your training will give you a good introduction to the manuals and how to use the phonics approach, but every page also provides the Coach with clear instructions.

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Expenses

Coaches should not be out of pocket as a result of their volunteering, where agreed, you will be able to claim reasonable expenses.

Time Commitment

One-to-one coaching on a regular basis allows Readers to work at their own pace. We ask Coaches to commit to offering a minimum of one session a week of up to an hour. We try to provide venues that are local enough for both Coach and Reader to spend as little time travelling as possible. Some Readers complete their reading course in as little as nine months, others take as long as two years.

Initial Training and commencing coaching.

You will be expected to attend our initial comprehensive training course to develop you as Reading Coach. Training will be delivered via ZOOM an hour a week in the evening for four sessions.

These will cover:

- an introduction to Let's Read Ipswich
- how our coaches work and what support is available
- the assessment process for potential Readers
- the Reader/ Coach relationship
- issues faced by adults with reading problems.
- how to build rapport and guidance on working one-to-one
- recognising reading difficulties
- adapting the style to different needs
- data protection
- safeguarding

Current Coaches often join us on these sessions to refresh their skills and to share their experiences with Readers.

We hold face-to-face coach meetings a couple of times a year for further training and development. The aim of these is to encourage interaction with other coaches to share ideas about resources, techniques and activities to help your Reader. Feedback has been very positive, and we would encourage Coaches to take part in these.

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Finding a suitable Coach/Reader partnership

Once you have attended training our Coordinator will keep your details listed until an appropriate volunteering opportunity arises. This can sometimes take a little time as we concentrate on getting the correct match between a Coach and Reader.

Finding a suitable partnership can depend on many elements including availability. Once we have found a suitable Reader, you will then be introduced, sign a Volunteer Commitment and provided with the resources you need to start coaching. We will identify a mutually suitable venue to meet for your weekly coaching session. If there needs to be any change to this arrangement, or any issues please inform the Co-ordinator. The coordinator may visit to observe, offer advice or support.

Certificates

There are certificates available for each level completed with the Turning Pages Manuals.