



# THE LEARNING COOPERATIVES

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PRINCETON • BUCKS • RARITAN

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## Volunteer Job Description and Requirements

The Learning Cooperatives are a non-profit educational community whose mission is to help teenagers live and learn without school. In order to achieve its mission, the Learning Cooperatives provide support services to help families use homeschooling law to develop and implement a personalized educational plan for their teenage children in place of conventional public or private schools.

- Our centers are open Monday, Tuesday, Thursday, and Friday, from 8:45am to 3:15pm.
- There are a number of ways in which people volunteer at a center:
  - one-on-one tutoring,
  - leading a small class or activity,
  - offering a one-time or series of workshops, and
  - providing work, volunteer, or internship opportunities for our members.
- Classes, activities, tutoring, and workshops are typically scheduled for 1 hour per week on Mondays, Tuesdays, Thursdays, and Fridays.
- People from all walks of life choose to volunteer at the learning cooperatives (college students, working adults, retirees, etc.). No specific educational or professional credentials are required. Volunteers may live nearby and be in person at the center or work with the young people remotely, if everyone's needs can be met in this way.

### Teaching at a Learning Cooperatives Center:

Because Princeton, Bucks, and Raritan Learning Cooperatives are not schools, but rather resource centers for teenagers who are learning outside of school, teaching at a center is different from teaching in a middle school or high school. Here are some of the key aspects:

- Legally and in other ways, the young people who come to our centers are homeschoolers. They are not fulfilling the state's compulsory school attendance law by anything they do at the center; rather, their family's compliance with local homeschooling regulations fulfills that requirement.
- Attendance at learning cooperative classes is not compulsory. Classes and workshops are one part of what we offer, but not the only part.
- Although classes are not compulsory, and members are not in any kind of trouble if they don't attend classes, some classes may work best if participants regularly attend – classes with sequential material, for example – whereas others may be well suited to a drop-in format. It's best to make clear at the start which kind of class yours will be. You can say that this particular class will work best if people make a commitment to attend regularly, and you can let the students know what kind of commitment is expected. Then they can decide whether or not they want to make that commitment.

- The learning cooperative has no obligation to cover any particular curriculum or to make its members learn any particular content. We're not required to follow any state curriculum or even an individual family's curriculum.
- The classes don't offer final grades or even alternative forms of assessment like portfolios or narrative reports, although some teens may request a narrative evaluation for use on their homeschool transcript. Also, some teachers and students find it useful to use tests and quizzes as learning tools. This decision is left to the individuals involved and is always voluntary.
- Teen (and pre-teen) members in a class may span a wide range of ages and what would conventionally be called grade levels.

### **Volunteer Qualifications:**

- Demonstrated dedication to the mission and guiding philosophy of the Learning Cooperatives
- A willingness to share your time, skills, expertise, and passion with young people
- Skills or expertise in areas that are of interest to our members

### **Volunteer Expectations:**

- Volunteers will provide the services they agree to provide to the best of their abilities and in a welcoming, respectful, and inclusive manner.
- Volunteers will inform center staff of any scheduling conflicts as soon as they arise – repeated cancellations of activities may result in the termination of the volunteer's relationship with the learning cooperative.
- All contact with our members will be conducted with previous knowledge by staff at the center and will be for the official purposes of the learning cooperative unless otherwise approved by a staff member and/or the member's parents.

### **Requirements:**

- The Learning Cooperatives' board policy states that all volunteers who work with members of Princeton, Bucks, and Raritan Learning Cooperatives must submit to a criminal background check.
- Please complete and submit our Volunteer Application to the center location where you are interested to work. A staff person will contact you for an interview. Additionally, a copy of your resume is requested but not required.

If you have any questions about becoming a volunteer at the Princeton, Bucks or Raritan centers, please contact us for more information.



**Name:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Current Occupation:** \_\_\_\_\_

**In what capacity are you interested in working with the members of the learning cooperative?**

\_\_\_\_\_ One-on-One Tutor      Topics: \_\_\_\_\_

\_\_\_\_\_ Class/Workshop Leader      Topics: \_\_\_\_\_

\_\_\_\_\_ Internship Provider/Mentor      Type of Work: \_\_\_\_\_

**What is your availability?**

\_\_\_\_\_ Monday: \_\_\_\_\_      \_\_\_\_\_ Tuesday: \_\_\_\_\_

\_\_\_\_\_ Thursday: \_\_\_\_\_      \_\_\_\_\_ Friday: \_\_\_\_\_

**Have you read and are you able to meet the responsibilities and qualifications of the Learning Cooperatives Volunteer Job Description and Requirements? (see text above)**

Yes \_\_\_\_\_      No \_\_\_\_\_

**Have you ever been accused of or convicted of a sex crime?**

Yes \_\_\_\_\_      No \_\_\_\_\_

**Have you ever been accused of or convicted of a crime involving the abuse or corruption of a minor?**

Yes \_\_\_\_\_      No \_\_\_\_\_

**Are you willing to submit to a background check?**

Yes \_\_\_\_\_      No \_\_\_\_\_

I am aware that The Learning Company is relying on the truthfulness of the statement I have made in this application. By signing below, I promise and attest that the information I have provided above is true and complete.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date