

**BORDERLANDS**  
from exclusion to  
**BELONGING**

## Volunteer English Language Teaching Assistant Role

### Description

A key part of the Borderlands Drop-In is providing English Language classes to refugees, asylum seekers, and those with immigration issues. We need enthusiastic and committed volunteers to help do this.

**Location:** The Borderlands Drop-in, The Assisi Centre, Lawfords Gate, Bristol BS5 0RE

**Time Commitment:** One or more sessions per week on Mondays, Tuesdays or Wednesdays. Morning sessions run from 9.30 – 1.00; afternoon sessions (Mondays and Tuesdays only) run from 12.30 – 4.00. Also occasional mandatory training sessions, eg in safeguarding, etc.

### **We are looking for organised and reliable Volunteer Teaching Assistants. You will:**

- Ideally have relevant experience
- Be willing and able to work as guided by the class teacher, and also on your own initiative, if required.
- Be excited by working within a multicultural team .

**Working relationships:** You will work as part of a volunteer team which includes people who are asylum seekers and refugees.

### **Specific Duties and responsibilities:**

- Help the class teacher to prepare and deliver engaging classes for Borderlands members.
- Support the class teacher to source and develop appropriate teaching materials.
- Liaise with the class teacher and other colleagues.
- Support small groups or individual learners to develop their language, literacy and study skills.
- Set up or set down classroom as required
- Follow Borderlands policies and procedures when volunteering, eg Equal Opportunities and Safeguarding Policies (these will be given to you at induction training and are available on the website).

### **Example morning at Borderlands:**

- 9.30 – 10.30: Liaise with class teacher and other colleagues as required; set up classroom; attend briefing meeting
- 10.30 : Welcome learners to your class.
- 11.30 – 11.40: Morning coffee break
- 12.00: Set down class/return equipment/communicate with other volunteers/staff as necessary.

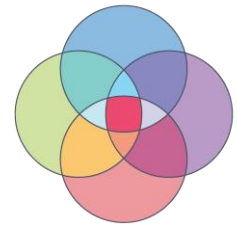
(Afternoon classes begin at 1.30, and follow similar timings.)

Borderlands (South West) Ltd, Registered Office: The Assisi Centre, Lawfords Gate, Bristol BS5 0RE

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**Patrons:** Right Revd Declan Lang (Bishop of Clifton), Lord Raymond Hylton, Richard Pendlebury MBE, Dr Sheena Tranter

If you are interested in this role please contact Sara Tarling at [sara@borderlands.org.uk](mailto:sara@borderlands.org.uk)



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