Adult Literacy

Location: Adult Literacy Offices are located at ten branches:

**East**
- **Malvern District Library**, 30 Sewells Road
  For information, phone 416-396-3668
  Thursdays 12:30 – 8:30
  Wednesdays & Fridays 10 – 6

- **S. Walter Stewart Library** 170 Memorial Park Ave
  For information, phone 416-396-3852
  Wednesdays 12:30 – 8:30 and Thursdays 9:00 – 5:00

**North**
- **Barbara Frum Library**, 20 Covington Road
  For information, phone 416-395-5424
  Thursdays and Fridays 10-6

- **Don Mills District Library**, 888 Lawrence Avenue East
  For information, phone 416-395-5849
  Tuesdays 12:30 – 8:30 and Thursdays 10:00 – 6:00

- **Downsview Library**, 2793 Keele Street
  For information, phone 416-395-5724
  Mondays & Tuesdays 12:30 – 8:30
  Wednesdays & Fridays 9:00 – 5:00

- **Fairview District Library**, 35 Fairview Mall Drive
  For information, phone 416-395-5765
  Mondays 12:30 – 8:30, Wednesdays and Fridays 10:00 – 6:00

- **North York Central Library**, 5120 Yonge Street
  For information, phone 416-395-5554
  Mondays & Fridays 9:00 – 5:00
  Tuesdays 12:30 – 8:30

- **York Woods District Library**, 1785 Finch Avenue West
  For information, phone 416-395-0810
  Thursdays 9:00 – 5:00

**West**
- **Albion District Library**, 1515 Albion Road
  For information, phone 416-394-5173
  Mondays 12:30 – 8:30 and Tuesdays 10 - 6

- **Maria A. Shchuka District Library**, 1745 Eglinton Ave. West
  For information, phone 416-394-1054
  Mondays and Tuesdays 12:30 – 8:30, Wednesdays 10:00 – 6:00
**Summary Statement:**
Toronto Public Library encourages and fosters an interest in reading and lifelong learning. The Adult Literacy Program supports this by providing free instruction in basic reading, writing, and math for English-speaking youth and adults. Volunteer tutors provide one-on-one instruction to support learners in reaching their goals.

**Responsibilities:**
- Attend Tutor Training
- Meet with the learner for two hours once a week for a minimum of six months
- Become familiar with the learner’s goals
- Use the Training Plan prepared by staff to guide sessions
- Plan activities, conduct lessons, and review material already learned
- Report in writing each week on lesson activities and learner’s progress
- Participate with the learner and staff in an ongoing assessment process

**Qualifications:**
- 19 years of age or older
- Fluency in written and spoken English
- Demonstrated ability to communicate effectively
- Ability to work well with people of different backgrounds

**Orientation and Training:**
Tutor training is provided by adult literacy program staff. Volunteers must be accepted at one of the literacy program offices before they can be registered for training.

**Commitment:**
A minimum six-month commitment is required, which begins with the first tutor/learner meeting.

**Onsite Supervision:**
Tutoring sessions are conducted in literacy offices or library meeting rooms under the supervision of library staff.

**Privileges:**
- Volunteer references and confirmation of hours can be provided upon request
- Volunteers may make personal photocopies at the staff rate
- Non-resident fees are waived for current volunteers with six months or more of active service