“Tutoring in a Small Group”

Introduction

Welcome to Tutoring in a Small Group!

Today, you will have a chance to field-test some of the draft materials developed for use in a workshop. Your input is extremely important so please:

- ASK QUESTIONS
- OFFER YOUR OPINION
- INTERJECT AT ANY TIME DURING THE PRESENTATION

Definition

A “small group” ideally has 2-5 learners.

Learners should:

- **See themselves as a part of the group**
- **Share a common purpose**
- **Make decisions regarding group goals**

Definition from:

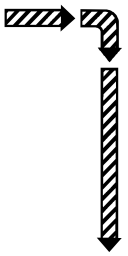
“When Two or More are Gathered: Tutoring in Small Groups” By Jane M. Hugo & Tom Mueller

Laubach Literacy Action, Laubach Biennial Conference, Orlando, FL June 10, 2000

Don't Set Limits!
Different Types of Small Groups

- Primary Literacy Instruction
- Supplemental Groups
  - conversation
  - writing classes
  - _____
- Special Topic
  - stress management
  - driver's license
  - _____
- Project Based
  - Fundraising
  - Book club
  - _____

Can you think of any other potential categories of small groups?



The Possibilities are Endless!

Guiding Principles of Small Group Tutoring

- Individual development within the group must be encouraged.
- The environment must be "SAFE".
- Group cohesiveness must be encouraged through:
  - Shared Responsibility
  - Shared Leadership
  - Shared Respect

These principles are excerpted from :

"When Two or More are Gathered: Tutoring in Small Groups" By Jane M. Hugo & Tom Mueller

Laubach Literacy Action, Laubach Biennial Conference,

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Activity #1: Guiding Principles

Expand on the guiding principles.

(Handout)

Activity #1 Instructions

The handout contains three guiding principles for tutoring a small group.

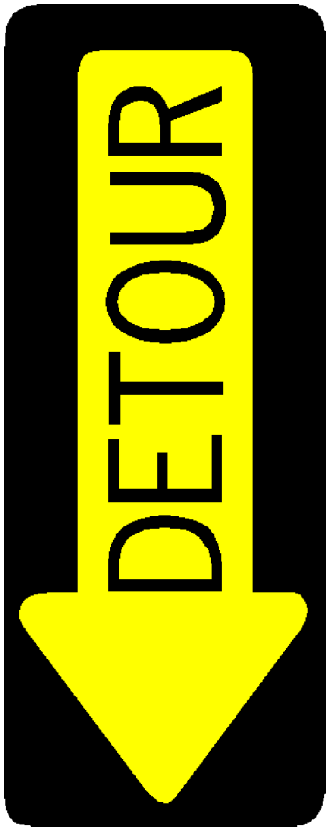
As a group identify ways that you can ensure that each principle is achieved. Record your answers on the handout. (15-20 minutes)

Share you answers with the larger group. (10 minutes)

Flexibility

Is the “KEY” to Successfully Tutoring a Small Group

A small group tutor may need to become a "quick-change master" because…



- Group dynamics can change suddenly when a member enters or leaves
- Poor attendance may mean a quick lesson plan change
- Student needs or wishes may dictate a sudden change in focus
- An important local issue or event may preempt a planned lesson
- A tutor may be called upon to play a variety of roles in a small group setting

The "Role" of the Small Group Tutor

Model: The tutor demonstrates what is expected from the students before start an activity.

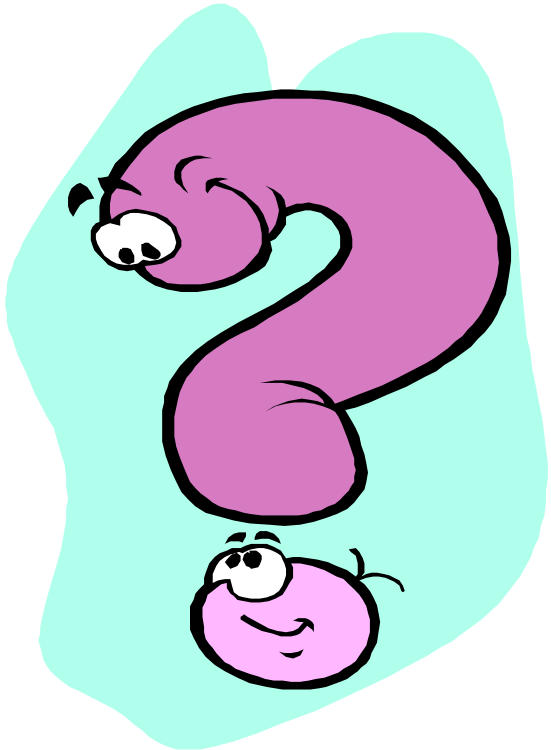
Facilitator: The tutor creates an atmosphere where everyone has a chance to participate and work together. "More student talk/less teacher talk".

Instructor: The tutor provides new information and takes the lead in setting up activities to reinforce or apply new skills.

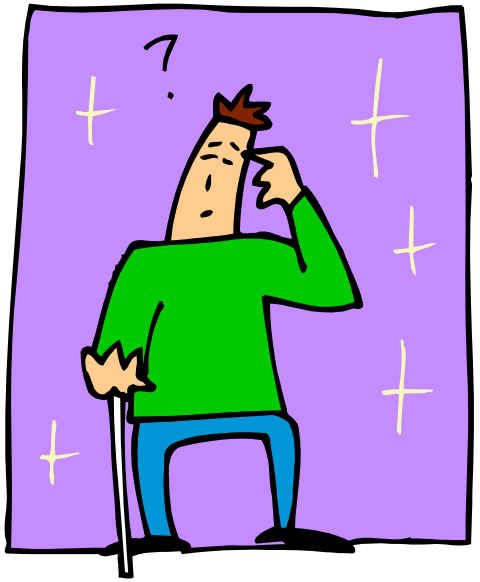
Resource: The tutor provides help on an "as- needed" basis.

Observer: The tutor watches and listens. The information gathered is later used to ensure individual progress as well as growth within the group.

Which role is most important?



Activity #2



What Role Do You Play?

(Handout)

Activity #2 Instructions

This is an individual activity.

Think of a group activity you are involved in other than tutoring! Record what you do in each of the five roles as you participate in this activity. Share with the group. (30 minutes)

A Job Description for a Small Group Tutor

Adapted from "The Role of the Instructor" by William E. Preston, Laubach Literacy Action Project Management Information Series, 1991

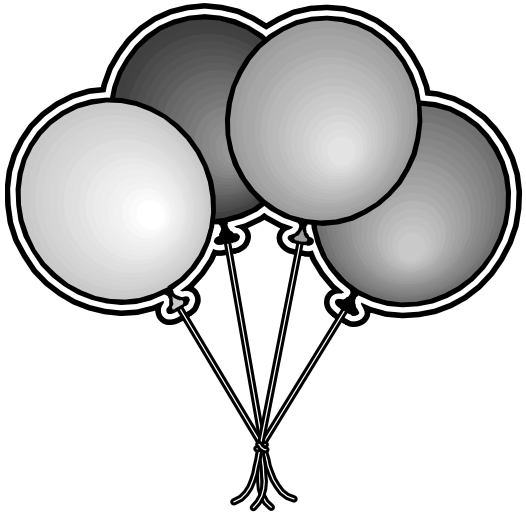
- Establish an environment that is encouraging and challenging
- Promote interdependence within the group
- Encourage students to provide their own answers
- Listen to topics that arise in class
- Allow instructional goals to change in response to group needs and wishes
- Encourage and identify student leadership
- Invite the learners into the issues of the world
- See the needs of students requiring additional assistance
- Review each group session after its conclusion

Who's going to do the necessary administration?

- Lesson plans that integrate Laubach materials
- Group Calendar
- Attendance Record (STATS! STATS! STATS!)
- Training Plans for each learner
- Learner Portfolios
- Initial, Ongoing and Exit Evaluation

The administrative items may or may not be part of the small group tutor job description. It depends on the tutor, program philosophy, etc.

Activity #3



Balloon Trivia!

DEMONSTRATE YOUR KNOWLEDGE

(Handout + balloons)

Activity #3: Instructions

You have 5 balloons on your table. Working as a group, you must pop each balloon to find 5 questions. Record the question and the answer on your activity sheet. The first group to finish "wins".

QUESTIONS?

Wrap-up

Certification