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LITERACY FOCUS

ROLE OF VOLUNTEERS IN ADULT LITERACY PROGRAMME



The new-year resolution for all Rotarians should be “Total Literacy and Quality Education.” Adult Literacy continues to remain in focus during January 2015. This being a project where volunteers can make meaningful contribution, given below are some points to keep in mind when volunteering for an adult literacy project.

Goals for Volunteers

- Imparting literacy to non-literate adults (above 15 years), specially women and adolescent girls, in urban and rural areas
- Imparting literacy to adult non-literates in offices and homes of Rotarians
- Providing Continuing Education to Adult Literates, after they are certified as Literates
- Helping in Skill Development of just certified Adult Literates

Volunteer’s Role in Starting Adult Literacy Project

- Conduct a survey, using Adult Literacy Survey Form No. A1 (available on website), in the already

- identified urban slum, basti or village to identify adult non-illiterates
- In each identified area, conduct a test of each person who claims to be literate, using the primers for Adult Learning
- Note that the purpose of the survey and the test is to identify the adult non-literates
- Counsel the adult non-literate to join adult literacy classes (to be held at a place identified by the Rotary Club involved)

Role of a Volunteer Teacher

- Volunteers have to undergo a 5-day training programme on how to teach adults, using the Adult Literacy Primer
- Familiarise yourself thoroughly with the primer, teaching method, duration of the course and the certification procedure
- Your class will generally consist of about 30 adults
- Make a lesson plan for the entire course duration
- Use examples and anecdotes to explain
- Make your lessons interactive
- Make learning fun and interesting
- Be patient while teaching
- Encourage group discussions/activities

Become a Shiksha Sathi to sustain your efforts!

- Conduct a weekly revision class for the new Adult Literates
- Organise group activities on lessons
- Organise quiz contest, etc. (encourage Adult Learners to answer; quiz questions may even be shared a week in advance)
- Motivate the learners with gifts, prizes, etc.
- Encourage and inculcate the habit of reading newspapers; if needed, subscribe to a copy or two for the group
- Run the Continuing Education Programme regularly over a period of one or two years, as per the need of the group





- Do not embarrass/admonish anyone
- Instill in them a sense of pride in learning
- Make them understand how their effort contributes to making India fully literate
- Monitor individual progress, give attention to the weak learners
- If using E-Learning Methodology of TCS or other vendors, make sure you understand the content, operation of hardware, etc. properly before starting the class

Volunteer's Role as Counselor & Teacher of Adult Non-literates

- Counsel, re-counsel anyone remaining absent unreasonably
- Award the learners for regularity in attendance, good performance, etc., to motivate them
- Encourage each to carry her/his copy of the primer to the work place and keep reading whenever she/he finds time
- Facilitate their examination by the National Institute of Open Schooling and after that follow up so the successful get their certificate

Teaching Adult Non-literates at Home / Office

- Identify the adult non-literates around you like domestic staff, drivers, darwans, peons, etc.
- Start adult literacy class for them at home/office
- Follow the same technique as explained in the previous section
- In large housing complexes, staff could be taught in any available common area at a time suitable for most of the learners
- Individual attention will have to be given since all participants may not be able to attend all lessons together
- A similar exercise can be done in office complexes
- Adult Learning Programme conducted in residential or office complexes should include staff of non-Rotarians as well
- Where necessary, counsel employers to allow their staff to join the adult literacy class

Volunteer's Role in Skill Development

Some of the things that you may be required to do:

- Be involved in survey to find adult non-literates interested in skill enhancement/training
- Skill Development Programme will also include imparting literacy to adults who are non-literate
- Skill development initiative is an incentive for non-literate adults to become literate
- Be involved in survey to identify industries employing skilled people so as to help the adults post-skill development programme to find employment
- Volunteers accomplished in any special skills like tailoring, beautician, etc., can become Trainers if that skill is being taught at the Centre
- Trainers have to be well versed with both, theory and practical aspects of the skill
- Training will be as per prescribed curriculum provided
- Guide those interested in Skill Development to Rotary clubs conducting vocational training programs in association with ITIs & Jan Shikshan Sansthan
- You can also participate in the administration/operation of a skill development centre

- Facilitate their examination by the National Institute of Open Schooling and after that follow up so the successful get their certificate
- Take pride in the fact that you have converted so many adult learners into adult literates
- Ensure that the adult literates do not lapse back to illiteracy with the passage of time due to lack of a continuing education programme. ■