

## **Preparation for the Tutoring Children and Youth Section** 2020 Literacy Missions Leadership Workshop (LWS)

**The purpose of the Leadership Workshop** is to equip participants to lead basic 11-hour Tutoring Children and Youth workshops that will enable local churches or associations to begin Tutoring Children and Youth ministries. While you will probably learn many new methods and techniques for *your* Tutoring Children and Youth ministry, this is not the primary objective of the LWS.

**You will turn in *four* written assignments before you come to the Leadership Workshop.** This will help you prepare for leading a basic literacy missions workshop. Your individual training track leader will give you feedback on these assignments. Some reworking of these assignments may be necessary before you arrive at the workshop. However, they should be approved and in final form before arriving. Oral presentations of some of this material will be done during the Leadership Workshop.

Email the **final** version of your assignments to **assignments@LiteracyMissionsSBC.net** on or before July 10.

**Though there is wireless Internet access, there will not be computer and printing facilities available.**

### **Written Assignments**

1. A 2-4 sentence response to a Tutoring Children and Youth student who asks you, “Why are you doing this for free?”
2. Your 2-4 minute personal Christian testimony that you would share with a *Tutoring Children and Youth student*.
3. One 5-minute devotion to be used at the beginning of your basic workshop.  
(Eventually you will need to have at least 4, but you need to have one completed and ready to present to your small group before you get to Leadership Workshop)
4. An awareness presentation to enlist volunteers for a Tutoring Children and Youth ministry.

*Send your written assignments by email or regular mail before you get to the ILC. This gives your leader time to review them, give you feedback, and for you to revise as needed.*

*Send assignments to:*      **Belinda Harris**      e-mail: belinda1231@comcast.net  
6215 Beaver Creek Trail      cell: (404) 550-1956  
College Park, GA 30349

### **Here is your assignment schedule:**

Personal testimony and response to “Why are you doing this for free?”- received by June 10

Devotion - received by June 15

General awareness/needs presentation received by June 20

## **Review and Practice**

The basic drills and vocabulary in the ESL Sensitivity script is critical to the workshop. Please practice the script that is sent to you. Also, practice these drills: TPR, repetition (words), repetition (sentences), substitution, question/answer, and chain. You should have a working understanding of each drill. The explanation is in the workshop manual.

## **Explanation of Assignments**

One of the critical purposes of the LWS is to equip you to be an effective teacher/speaker. You will be given several opportunities to practice presenting segments of the basic workshop.

The writing of these assignments is only the initial step of preparation. You will also be asked to present the information *orally as it would be presented in a basic workshop*. Content is important; however, the oral delivery of this information is crucial in a workshop because it is how you communicate to workshop participants. These oral presentations will be timed and presented before the class, in groups, or with a partner.

### **1. Written Assignments**

**All assignments are due prior to arriving at LWS. Please do not plan on turning in your first draft of your written assignments after you arrive.** Each written assignment will be read by your leader and returned to you with feedback. Successful completion of the assignments, as determined by the Workshop Leader and Workshop Coordinator, is necessary for certification. Work you successfully completed before the workshop is a help to both you and the Workshop Leader.

You still need to bring a printed copy of the assignments with you to use when you present.

- Please make a copy of your assignments: one to use when giving the oral presentation. Your leader will let you know if an additional copy is needed. They should be in a *completed form*, not simply an outline.
- While grammar and spelling are important in your written assignments, content and following the suggested guidelines are the main concerns of your leader.

Written assignment evaluation criteria:

- A. Does it follow and include suggestions in the preparation directions?
- B. Does it look too long or too short for the time allotted?
- C. Does it include stories or illustrations from experience with students?

### **2. Oral Presentations**

All oral presentations should be presented as if given in a basic workshop. They will be timed. Timing is critical in a basic workshop.

Presentation evaluation criteria:

- A. Is the presentation given with enthusiasm, confidence, and clarity?
- B. Is the presentation well prepared and rehearsed? (NOT READ!)

- C. Are voice tones and body language positive?
- D. Is it within the time allotted?
- E. Does the presentation match the criteria of the assignment?

### 3. Skill Demonstrations

Demonstration evaluation criteria:

- A. Is the presenter reasonably confident and smooth with the demonstration?
- B. Does he/she follow instructions given by the leader?
- C. Does the presenter communicate instructions well to the group?
- D. Does the presenter accurately demonstrate the skill and material?

## ASSIGNMENT DETAILS

### A. A 2-4 sentence response to a Tutoring Children and Youth student who asks you, “Why are you doing this for free?”

This is often the first opportunity you have to give a verbal witness to a student. It needs to be short and simple.

### B. Write your personal Christian conversion testimony to share with a student.

Use the testimony outline provided in a separate electronic file. *Personal Testimony Outline and Witnessing Word Chart*. The testimony must be given in two– four minutes. Avoid "churchy" words. The purposes of this assignment are to help you demonstrate a short personal testimony for use with a student and to help lead basic workshop participants to write their testimonies. Write out the entire testimony. Do not submit an outline.

### C. Write one five-minute devotion suitable for use in starting your basic workshop. You will be asked to give this devotion orally.

Before your first workshop you will need to prepare at least 4 devotions. But you only need to complete one before the leadership workshop.

Devotion requirements:

1. Use stories from your (or others') experiences with Tutoring Children and Youth students. These stories should relate how God is working in the lives of teachers and students in Tutoring Children and Youth ministries. **These devotions must be original works. Do not use published devotions.**
2. Use a biblical reference.
3. Relate the devotions to the *basic* workshop participants. Keep in mind their fears, calling and commitment.
4. Write out the entire devotion. Do not submit an outline.
5. Keep to the five-minute limit. You will be timed.
6. When giving your devotion orally, do not read it!

**D. Write a 10-minute awareness speech on the need for Tutoring Children and Youth ministries.**

Be prepared to present this at the leadership workshop. This speech would not be presented in a basic workshop, but it will be used for awareness conferences or speeches you might present to various groups. Therefore, write the presentation and speak as though you are trying to enlist people to become involved in Tutoring Children and Youth ministries.

Awareness Presentation requirements:

1. Personal experiences you (or others) have had with Tutoring Children and Youth students that **illustrate the spiritual implications resulting from Tutoring Children and Youth ministries**. These can be the same stories used in assignments B and C above. Do not list or quote one statistic after another. Create a mix of stories and meaningful statistics that invite people to ministry.
2. Write out the entire presentation. Do not submit an outline.
3. National, state and local statistics on the problem of school dropouts and illiteracy.

The following Internet site is a great source for information.

National Center for Educational Statistics <http://nces.ed.gov/nationsreportcard/states/>

- a. Select your state on the map.
- b. Click on the Snap Shot Reports on the right of the screen. You will find bar graphs showing the percentage of students functioning below basic level in the reading and other information.
- c. Return to your beginning point on the site, click on your state again, and choose the Math snapshot. Repeat the procedures above.

Here is another site that may help you

<http://www.governing.com/gov-data/high-school-graduation-rates-by-state.html>

Do an Internet search for the high school dropout rates in your state, city, and county.

4. Point out the needs of children and youth who struggle in school and how Tutoring Children and Youth ministries can help meet them. **Use scripture as a reminder of God's commands for Christians to minister to these needs and to share the gospel of Jesus.**

**E. Practice the basic drills and sensitivity lesson** used to introduce the basic teaching drills. The script is included in an accompanying electronic file. You will be expected to demonstrate these at the Leadership Workshop.

### **At the Workshop**

There will be written assignments that you will prepare in the evenings after class. Teaching lesson planning skills is an essential task of a basic Tutoring Children and Youth workshop leader. Therefore, at Leadership Workshop you will be asked to prepare written lesson plans and present these before the entire class. Evenings will also include practicing material and skills that you will use in the basic workshop, so please do not plan to have your evenings free to shop, visit, etc.

If you have any questions about the assignments please contact your Workshop Leader or the National Coordinator:

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Windsor, CO 80550  
970-371-3091  
ClaudeanBoatman@LiteracyMissionsSBC.net

### **Materials:**

Bring a current copy (copyright 2015) of the *Tutoring Children and Youth Literacy Missions Workshop Manual*. You may order the manual from FedEx. **You will pay printing and shipping costs, if they apply.**