



ENTRAIDE

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ROLE: VOLUNTEER ESOL TEACHING ASSISTANT

About Us

Entraide is a well-established charity based in Solihull. Our aim is to promote the wellbeing of refugees and asylum seekers in Solihull and across the West Midlands and to facilitate their integration into society. We are currently the only refugee specialist organisation in Solihull providing support to around 2,000 clients a year from 30 different countries of origin. We are regulated by the Office of Immigration Advice Authority (IAA) to provide advice at Level 1 Immigration and Level 2 Asylum & Protection.

We operate four main services: Casework, Integration and Resettlement support, Befriending, and Children and Family Activities.

Role Description

Location: Chelmsley Wood and Solihull

Commitment: 3 hours per day for two days

Reports to: ESOL Tutor / Volunteer Coordinator

Purpose of the Role

To support the ESOL Tutor with delivery of English language lessons to refugees, asylum seekers, and migrants, helping them improve their communication skills, confidence, and integration into the community.

Key Responsibilities

- Assist the ESOL tutor during lessons by supporting learners in small groups or one-to-one
- Help learners with reading, writing, listening, and speaking activities
- Support lesson preparation, classroom setup, and resource organization
- Encourage learner participation and build a welcoming, inclusive environment
- Maintain attendance records and contribute to feedback and progress tracking
- Uphold safeguarding, confidentiality, and equal opportunity policies

Skills & Qualities Needed

- Good spoken and written English
- Friendly, patient, and empathetic approach
- Ability to work with people from diverse backgrounds
- Comfortable supporting learners with varying levels of English
- Basic IT skills (e.g., using email, Word, or online learning platforms)
- Willingness to learn and take part in induction/training sessions

Desirable (but not essential)

- Previous experience in teaching, tutoring, or volunteering
- Knowledge of another language
- Understanding of refugee/migrant issues

What You'll Gain

- Experience in community education and ESOL delivery
- Training and ongoing support
- Opportunity to make a meaningful impact on people's lives
- References for future employment or education (after completing induction and training)
- ENTRAIDEUK will reimburse travel expenses.

For further information please contact Alia on 07508 801 401 or aliahussain@entraideuk.org.uk