

Volunteering to tutor or coach someone at home

Below is a 13 week template to guide you through a remote or socially-distanced volunteering programme to **tutor or coach someone at home**. For example, you could tutor a younger sibling in an area of their school curriculum, or you could help a relative to learn something new. You could also coach members of your household in an area of their choice, e.g. strength or fitness sessions. You could also tutor or coach someone remotely via phone or video calls.

Be creative, have fun and, if you wish, work with others to scale up your ideas and complete your Volunteering section as a team.

Session	Suggested activity
1	Find out about the person and topic To make the most of your DofE Volunteering section, start by doing your research. Who will you be tutoring or coaching? What topic or area of interest will you be helping them with? What are their goals? And how do they like to learn (e.g. practical activities, reading or talking)? Identify a suitable Assessor (e.g. your DofE Leader or the person you're coaching, if they're over 18) and arrange an initial meeting.
2	'Meet' your Assessor When you first 'meet' your Assessor, talk to them about your goal for this section. What do you want to achieve? Share your tutoring or coaching ideas with your Assessor and plan out your first few sessions.
3	Run your first session Deliver your first tutoring or coaching session(s). Remember that you'll be volunteering for an hour a week, but this could be split into 10 minute daily sessions or two 30 minute blocks if that is suitable for your goals and your tutees time, learning style and interests. You may wish to establish a 'base line' – what can your tutee do now, and how might you measure their progress?
4	Run your next session Deliver your next tutoring or coaching session(s). Think about what makes a good tutor or coach and work on developing those skills – for example, how can you improve your listening skills?
5	Keep running your sessions Keep delivering your tutoring or coaching session(s). Try to be patient, honest and share your own experiences with the person you're supporting.
6	Review your progress Talk to the person you're supporting about what's going well so far – do they have any feedback for you? Make sure you also catch up with your Assessor to show them what you have done so far – do they have any suggestions or improvements, or do you need any support?

7

Keep running your sessions

Keep delivering your tutoring or coaching session(s). If you haven't already, try out a new style of teaching such as quizzes, visual tools or hands-on activities.

8

Do your research

Be proactive – find out more about the topic you're delivering and plan new sessions based on what you've learnt so far about your style of tutoring and how the person you're supporting likes to learn.

9

Keep running your sessions

Keep delivering your tutoring or coaching session(s). Think about your body language – are you being open and positive in the way you coach?

10

Keep running your sessions

Keep delivering your tutoring or coaching session(s). Be interested and supportive – if the person you're supporting makes a mistake, listen and respond in an encouraging way.

11

Keep running your sessions

Keep delivering your tutoring or coaching session(s). Challenge the person you're supporting – can they do more than they think they're able to?

12

Celebrate!

Measure the progress of the person you're supporting – what can they do now that they couldn't do 12 weeks ago? Celebrate by sharing their success with others such as your relatives or a sibling's classroom teacher.

13

Evaluate your project

Make a note of your key successes and any challenges you faced during your time as a tutor or coach. Talk to your Assessor about your achievements during your time volunteering. You may also wish to share your experiences with the next DofE cohort in your centre.

Note: sessions can be combined or broken into multiple blocks, as long as the total time period (between session 1 and session 13) covers a minimum of three months. As a reminder, you should be doing an average of an hour of activity each week.

Suggestions for evidence:

- Activity log
- Diary entries
- Photographs/short videos
- Screenshots from social media
- Copies of any resources you create



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