



## **BIG BROTHERS BIG SISTERS OF CENTRAL MA/METROWEST AMERICORPS MASSACHUSETTS PROMISE FELLOW**

AmeriCorps Massachusetts Promise Fellows deliver the resources young people need to be successful in life by creating, managing, and leading meaningful out-of-school time programs for youth in grades 6-12. Fellow projects focus on mentoring, social and emotional learning, college and career readiness, academic enrichment, and community service-learning.

**The Massachusetts Promise Fellowship** achieves this by placing AmeriCorps Fellows with schools, non-profit organizations and state/local government agencies that focus on fulfilling the needs of our youth by providing: *a caring adult, a safe place, a healthy start, a marketable skill, and an opportunity to give back.*

### **SERVICE DESCRIPTION**

The program that this Fellow will be supporting is a middle school based "college possible" mentoring program. It is combination of a 1:1 mentoring program where middle school youth work with a college student from two local area colleges for 1-2 hour per week. This program also provides group enrichment focusing on 21st Century skills that will give the youth tools to succeed in College and throughout life. The MPF Fellow will be responsible for hosting parent/youth support nights to encourage family discussions around college and furthering education.

**CITY**-Framingham, MA

### **ESSENTIAL RESPONSIBILITIES**

- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 12 month commitment
- Build upon established relationships with school personnel and other community partners. Work with guidance counselors and school staff to identify youth that will benefit from the program.
- Communicate openly with Supervisor and other members of the Big Brothers Big Sisters team.
- Recruit 15 new matches (15 youth and 15 college mentors) for the 2017-2018 school year.
- Implement and expand upon college readiness curriculum.
- Develop and host 3 parent/youth/mentor support nights throughout the school year.

### **QUALIFICATIONS**

- Excellent organizational and communication skills
- Interest in and commitment to national and community service
- Experience working with youth
- Strong critical thinking and problem solving skills
- Ability to prioritize tasks and maintain progress on short and long-term goals
- BA/BS Degree Preferred
- Must be willing to have a flexible schedule
- Must have a driver's license and own transportation
- Candidate must be fluent in Spanish and English

#### **Massachusetts Promise Fellowship**

Northeastern University ♦ 360 Huntington Avenue, 232 YMC ♦ Boston, MA 02115  
masspromisefellows@neu.edu ♦ www.masspromisefellows.org

- Must be a US Citizen, US National or Permanent Resident Alien
- Must be willing to undergo a National Service Criminal History Check, including screenings through the National Sex Offender Public Website, a name-based search of the statewide criminal history registry both in Massachusetts and your state of residence upon application to our program (if not Massachusetts), and a fingerprint based FBI check. \* Eligibility to participate in MPF is contingent on the results of this screening

#### FELLOW SCHEDULE

M-F, 9:30AM-5:30PM, TIMES AND SCHEDULE ARE FLEXIBLE, AND MAY CHANGE.

SUPERVISOR NAME: JESSICA HAGGETT JESSICA.HAGGETT@BBBSCM.ORG

#### BENEFITS

For a one year full-time commitment and 1700 hours of AmeriCorps service Fellows receive:

A taxable living allowance of \$14,500/year ♦ Excellent training opportunities ♦ FREE courses at Northeastern University in the College of Professional Studies & discounted courses upon successfully completing the service year ♦ Loan forbearance and a \$5,815 educational award ♦ Monthly travel allowance ♦ Career coaching and support ♦ Healthcare benefits

#### CONTACT INFORMATION

**Apply ASAP!** Applicants are hired on a rolling basis.

Visit <https://www.surveymonkey.com/r/mpfgeneralapp2017> to complete a general application **and send a letter of interest, resume and contact info for two references ASAP and before May 19<sup>th</sup>, 2017** to Allison James Contact at Allison.James@BBBSC.org

#### MORE INFO

- Interviews will take place during May and June of 2017 and reasonable accommodations will be made available for interviews upon request.
- Selection decisions will be made on or before July 16<sup>th</sup>, 2017. **All position offers will be provisional until 2017-2018 federal funding has been confirmed.**
- Program start date is August 9<sup>th</sup>, 2017
- More information about Big Brothers Big Sisters of Central MA/Metrowest and the youth program can be found at [www.BBBSCM.org](http://www.BBBSCM.org)
- Visit [www.masspromisefellows.org](http://www.masspromisefellows.org) for detailed program information

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The Massachusetts Promise Fellowship is committed to providing equal opportunities. We serve and partner with diverse organizations, and are dedicated to non-discrimination. It is our policy to ensure that all individuals with whom we are in contact are treated equally without regard to age, color, disability, gender, marital status, national origin, religion, sexual orientation or expression, or veteran status. We require that all our partners make reasonable accommodations for interviews and service for any and all individuals with a permanent or temporary disability. We actively partner with organizations representing minority concerns and interests to build high-performing teams that mirror the communities we serve.

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