



## **BREAKTHROUGH GREATER BOSTON AMERICORPS MASSACHUSETTS PROMISE FELLOW STUDENT SUPPORT COORDINATOR**

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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.*

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### **SERVICE DESCRIPTION**

Breakthrough Greater Boston's (BTGB) mission is to prepare low-income students for success in college and train the next generation of urban teachers using its unique Students Teaching Students model. To accomplish this goal, BTGB provides year-round academic and college access supports to 7<sup>th</sup>-12<sup>th</sup> grade students. The Massachusetts Promise Fellow will contribute to BTGB's mission by supporting students' academic achievement at our Dorchester campus through a focus on volunteer recruitment as well as direct engagement with a cohort of 15-20 students in grades 7-11. The Fellow's direct service will consist of one-on-one academic mentoring and small group academic support during BTGB's middle school After School Program and the weekly Study Hall Plus Program for 9<sup>th</sup> and 10<sup>th</sup> grade students. In addition, the Fellow will support the launch of BTGB's college access programming at the Dorchester campus.

**CITY**-Boston

### **ESSENTIAL RESPONSIBILITIES**

- Develop and lead the implementation of a volunteer recruitment strategy for the Academic Mentor and College Access programs that will include:
  - Identifying potential volunteer sources
  - Conducting outreach to build partnerships
  - Facilitating volunteer recruitment, intake, and training
  - Refining sustainable systems and documenting strategies for future years
- Work with a cohort of 15-20 students involved in BTGB's six-year academic program on a weekly basis. Activities will include one-on-one tutoring, small group academic support and homework assistance, and facilitation of Science, Technology, Engineering, Art, and Mathematics (STEAM) and study skills workshops
- Create resources and deliver workshops and trainings for students, families, and volunteers involved in BTGB's college access programming
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 12 month commitment

#### **Massachusetts Promise Fellowship**

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

## QUALIFICATIONS

- Interest in and commitment to national and community service
- Experience working with youth
- Prior experience with Breakthrough, the Boston Public Schools or Cambridge Public Schools a plus
- Excellent organizational and communication skills
- Strong critical thinking and problem solving skills
- Ability to prioritize tasks and maintain progress on short and long-term goals
- Fluency in Haitian Creole and/or Spanish a plus
- Bachelors degree
- 17 years of age or older
- 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, TYPICALLY 9AM-5PM

AMEE NAIK: ANAIK@BTGBMAIL.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 Ameer Naik at [anaik@btgmailto.org](mailto:anaik@btgmailto.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 Breakthrough Greater Boston and the youth program can be found at [www.breakthroughgreaterboston.org](http://www.breakthroughgreaterboston.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

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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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