



ENROOT 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 Enroot is a non-profit organization that empowers immigrant youth to achieve academic, career, and personal success through inspiring out-of-school experiences. Through Enroot, students participate in 1:1 mentoring, 1:1 tutoring, paid internships, and workshops focused on postsecondary planning, career exploration, and community engagement. The AmeriCorps Massachusetts Promise Fellow will take a key role in leading the Leadership Cohort, a group of 35-40 students. Working closely with the Enroot team, s/he will recruit, match, and support the cohort's mentoring matches and tutoring matches, co-facilitate weekly seminars, and lead monthly Junior and Senior Workshops focused on post-secondary access. This position offers a meaningful opportunity to lead major program components and work directly with immigrant high school students.

CITY Cambridge, MA

ESSENTIAL RESPONSIBILITIES

- Recruit and train 30-40 new volunteer mentors and tutors
- Support student recruitment and onboarding of 35-40 students
- Lead mentoring program component in Cambridge, including supervision on mentoring nights, planning mentor events, and regular support for mentors and students
- Lead tutoring program component for Leadership Cohort (25-30 matches), including supervision on tutoring nights and implementing strategies to strengthen tutoring program
- Co-facilitate the weekly Leadership Seminar with the Program Director
- Design and lead Junior and Senior workshops focused on post-secondary education
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 12 month commitment

QUALIFICATIONS

- Passion for working with diverse youth and families and ability to work people from a variety of backgrounds.
- Experience working with high school students and/or English Language Learners
- Flexibility, patience, and a good sense of humor

Massachusetts Promise Fellowship

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

- Fluency/proficiency in one or more of the following languages strongly preferred: Haitian Creole, Portuguese, French, Bengali, Hindi, Spanish, or Arabic.
- Proficiency with Microsoft and Google Drive applications; Salesforce experience a plus
- 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

Monday: 9 am – 5 pm; Tuesday: 12 pm – 8 pm; Wednesday: 12 pm – 8 pm; Thursday: 12 pm – 8 pm; Friday: 9 am – 5 pm

SUPERVISOR NAME: ALEX HOUSTON (AHOUSTON@ENROOTEDUCATION.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 19th, 2017** to Alex Houston at ahouston@enrooteducation.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 16th, 2017. **All position offers will be provisional until 2017-2018 federal funding has been confirmed.**
- Program start date is August 9th, 2017
- More information about Enroot and the youth program can be found at enrooteducation.org
- **Visit www.masspromisefellows.org for detailed program information**

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.

Massachusetts Promise Fellowship

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