



LEAP FOR EDUCATION 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

SALEM- Our LEAP for Education Fellow will be an instrumental position within our organization, primarily responsible for enhancing and supporting the Expanding Horizons Middle School OST program. This individual will help to develop and enhance lesson plans, increase connections between school day teachers, generate partnerships for programming, and work directly with students to build relationships. Additionally, our Fellow will be responsible for continuing to support our mission by embedding college and career information into all our programming.

ESSENTIAL RESPONSIBILITIES

- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 12 month commitment
- Attend monthly staff meetings at the LEAP for Education office
- Assist in the Expanding Horizons OST program every evening Monday-Thursday
- Enhance at least four current curricula to align with school day common core standards
- Foster a youth council group within our Middle School Program
- Help with any planning and development for school year and summer programming
- Form new partnerships with community organizations
- Teach Extended Learning Sessions within the Salem Middle Schools
- Participate in professional development opportunities as recommended by the supervisor
- Support ELL students during programming and seek out new ways to aid in their language acquisition

QUALIFICATIONS

- Bachelor's degree required in Education, Social Work, or Psychology
- Must have a flexible schedule
- Drivers License preferred
- Experience working with youth, particularly Middle School aged youth, preferred
- Must possess strong leadership skills
- Must be comfortable networking and working with groups of students
- Knowledge of Microsoft Word and Google Doc's/Sheets preferred

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

- Preferably bilingual in Spanish and English

FELLOW SCHEDULE

M-F, 9AM-5PM

SUPERVISOR NAME: KATIE WILKINS

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 June 30th, 2017** to kwilkins@leap4ed.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 8th, 2017
- 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.

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Northeastern University
College of Professional Studies

