



LA VIDA, INC.

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 Massachusetts Promise Fellow will be responsible for facilitating workshops for our incoming sophomore class of 30 students. The Fellow will work together with the Program Manager to plan college tours, assume individual advising responsibilities with assigned seniors, juniors and sophomores. The Fellow will monitor all La Vida Scholars academic progress and coordinate tutoring sessions with students in need of tutoring. Establishing a school year round tutoring program, that meets various student academic and time needs will be a key responsibility for the Fellow.

CITY- Lynn, MA

ESSENTIAL RESPONSIBILITIES

- Facilitate after school programming for the LVS sophomore class and assist in junior and senior workshops
- Plan sophomore campus visits, class outings and assist with LVS events, including the annual graduation and recruitment
- Coordinate tutoring for all LVS students that need tutoring
- Mentor LVS seniors, juniors and sophomores
- Meet weekly with the Program Manager about all meetings and tutoring arrangements
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 12 month commitment

QUALIFICATIONS

- BA/BS is strongly preferred
- Excellent organizational and communication skills
- Interest in and commitment to national and community service
- Experience with and or commitment to youth development
- Proven leadership and project management abilities
- The ability to work independently and as part of a team
- Ability to prioritize tasks and maintain progress on short and long-term goals
- The desire to work with diverse people, organizations and communities
- Positive attitude, flexibility and adaptability
- Must be a US Citizen, US National or Permanent Resident Alien

Massachusetts Promise Fellowship

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

Northeastern University
College of Professional Studies



- 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

DURING THE SCHOOL YEAR, M-F, 11AM-7PM

DURING THE SUMMER, M-F, 9AM-5PM

SUPERVISOR NAME: ALLISON ZACARIAS, ALLISONZ@LA-VIDA.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 Allison Zacarias at allisonz@la-vida.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 La Vida, Inc. and the youth program can be found at la-vida.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