



TIERNEY-BOYS & GIRLS CLUB 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 Tierney-Boys & Girls Club After School Program is a Community program in the South Boston neighborhood, operating out of the Joseph Tierney Learning Center (TLC) and directly affiliated with the Boys & Girls Clubs of Boston. The 2017-2018 program year will be the third year of operation for this after school program and the third year as host site for a Massachusetts Promise Fellow. The Fellow will be the main source of contact for youth ages 11-14 in the after school program. They will be responsible for creating and implementing S.T.E.A.M. (science, technology, engineering, art, math) programming and homework assistance opportunities for youth in Out-of-School Time (OST). The Fellow will also be responsible for working with existing partners and procuring new partnerships with agencies in and around Boston to bring experiential learning to the site and/or take members on field trips. The Fellow will be expected to be a stable presence at the TLC, working directly with youth during the after school program (four hours per day) and occasionally outside of those hours for special events, programs, trips, etc. The remaining hours in the day will be spent planning programs, meeting with supervisor and staff, building and maintaining relationships with families and schools, fulfilling essential MPF duties (time sheets, program reports, collecting data, etc.), professional development, and assisting with general responsibilities within the TLC.

CITY- SOUTH BOSTON

ESSENTIAL RESPONSIBILITIES

- Implement OST curriculums, oversee homework assistance, and assist with youth employment initiatives
- Assist in planning and being an active part of community events and field trips
- Attend community and school meetings, trainings and workshops throughout year
- Maintain communication with identified youth's schools, families, and core providers
- Establish relationships with local organizations serving teenagers to collaborate on projects and serve as a referral source
- Assist with oversight of youth workers and volunteers, as well as community partners performing workshops during programming
- Work with site team on program evaluation processes and analyzing data
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth

Massachusetts Promise Fellowship

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

- Make a full-time, 12 month commitment

QUALIFICATIONS

- BA/BS required
- Spanish speaker a plus
- Able to work independently and as part of a team
- 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
- 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

MONDAY – FRIDAY, 9:30AM TO 6:00PM (SOME EVENING OR WEEKEND HOURS TO BE EXPECTED, SCHEDULE CAN BE FLEXIBLE DEPENDING ON PROGRAMMING)

SUPERVISOR NAME: ALYSE FAIELLA, PROGRAM DIRECTOR – AFAIELLA@BGCB.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 June 30th, 2017** to Alyse Faiella afaiella@bgcb.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
- More information about the Joseph M Tierney Learning Center and the Boys & Girls Clubs of Boston can be found at <https://www.facebook.com/tierneycenter/> and www.bgcb.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

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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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