



ACCESS COMMUNITY PARTNERSHIP COORDINATOR

Massachusetts Promise Fellows deliver the resources that young people need to be successful in life by **mobilizing** and **organizing** community activity, **creating** and **leading** powerful initiatives, and **training** and **inspiring** citizen volunteers.

The Massachusetts Promise Fellowship achieves this by placing Fellows with 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

Since our founding, ACCESS has established itself as Boston's leader in financial aid advising and scholarships, providing expert financial aid advice to Boston's young people throughout their academic careers. Our Advisors have guided more than 45,000 students through the financial aid process. Over the years, their expert advice has resulted in high school seniors receiving tens of millions of dollars in grants, loans and scholarships; nearly \$75 million in the last three years alone. ACCESS has undergone dramatic growth over the last three years due to the increasing need for our services and the effectiveness of our programs. The Fellow at ACCESS will work closely with the Director of Strategic and Community Partnerships to engage 13 selected partner organizations and will work to develop new partnerships in order for ACCESS to maximize resources for youth and families. Additionally, the Fellow will serve as the primary contact for the youth at the partnering organizations.

SPECIFIC RESPONSIBILITIES

- Engage 13 organizations in the work of ACCESS
- Develop and implement partnership plans
- Design tracking and measurement system to determine progress and provide feedback
- Meet individually with partner organizations
- Develop relationships with youth at each partner site
- Manage 6 partner sites
- Help to engage new partnership organizations for the 2010-2011 program year
- Travel at least once/month to Fellowship meetings, retreats, and training

QUALIFICATIONS

- Excellent organizational and communication skills
- The ability to work independently
- An interest in national and community service
- Experience working with youth

Massachusetts Promise Fellowship

Northeastern University ♦ 360 Huntington Avenue, 212 CP ♦ Boston, MA 02115

Phone: 617-373-7881 ♦ Fax: 617-373-5608

k.redepenning@neu.edu ♦ www.masspromisefellows.org

- The desire to work with diverse constituencies
- Flexibility and a sense of humor
- Must be a US Resident, US National or Permanent Resident Alien
- BA/BS required

BENEFITS

For a one year full-time commitment and 1700 hours of AmeriCorps service Fellows receive:

A taxable living allowance of \$269/week ♦ Comprehensive health care benefits ♦

Excellent training opportunities ♦ FREE courses at Northeastern University in the College of Professional Studies ♦

Loan forbearance and a \$4,725 educational award

CONTACT INFORMATION

Apply ASAP! Applicants are hired on a rolling basis. Send a letter of interest, resume and contact info for three references **ASAP and before August 17th, 2009** preferably electronically to:

Adam Reinke

ACCESS

31 St. James Avenue, Suite 520

Boston, MA 02116

Ph. 617-778-7195 ext. 107

Email: adamr@accessboston.org

www.accessboston.org

MORE INFO

- Interviews will take place during the first few weeks of August
- Hiring decisions will be made on or before August 28th, 2009
- Program start date is August/September 2009
- **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 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 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, 212 CP ♦ Boston, MA 02115

Phone: 617-373-7881 ♦ Fax: 617-373-5608

k.redepenning@neu.edu ♦ www.masspromisefellows.org

Northeastern University
College of Professional Studies

