



AmeriCorps Massachusetts Promise Fellow Service Site: J. Henry Higgins Middle School

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 college and career exploration and/or academic enrichment.

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.*

J. Henry Higgins Middle School Service Description: The Fellow position will be dedicated to increasing our students' access to academic enrichment which will promote improved transition to secondary and post-secondary opportunities. This will include a focus on improving academic and prosocial engagement at school, attendance, healthy academic and social skills, and supporting students in crafting and making steps toward a personal vision based on their interests and strengths. The position will support our organization in continuing to develop our capacity to serve our diverse population of students and participate in the development of professionals who are social justice educators with the worker competencies necessary to serve our larger community.

Essential Responsibilities:

- Work directly with students to provide support, resources, and instruction to promote development of skills necessary for increased school engagement, academic success, and social skills
- Meet with students individually and in groups to address academic readiness, community access, prosocial engagement, improved attendance, and improved academic performance
- Support students in assessing their strengths, interests, and personal "vision of the graduate" to define individualized plans and access resources necessary to fulfill their vision
- Work collaboratively with colleagues to support diverse population of youth and increase equity and access for all students and families
- Coordinate access to community service opportunities
- Act as a caring adult committed to providing a safe, supportive environment for students to reach their potential
- Complete program evaluation requirements including but not limited to preparing monthly reports, a youth attendance tracker, and time sheets.
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the state

Massachusetts Promise Fellowship

Northeastern University ♦ 360 Huntington Avenue, 232 YMC ♦ Boston, MA 02115

masspromisefellows@northeastern.edu ♦ www.masspromisefellows.org

Qualifications:

- Undergraduate degree required
- Preferred experience with adolescent youth in any setting
- Open, accepting individual committed to safety and success of middle school aged youth
- Proficient verbal and written communication skills as well as basic foundational experience with technology (email, google platform)
- 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, Wednesday, Friday, 9:30am-4:30pm
- Tuesday and Friday, 10:30am-5:30pm

Fellow Service Location: J. Henry Higgins Middle School: 85 Perkins St. Peabody, MA 01960

Site Contact Name: Michelle Fine

Site Contact Email: finem@peabody.k12.ma.us

Benefits

For an eleven month, full-time commitment and 1,700 hours of AmeriCorps service Fellows receive:

A taxable living allowance of up to \$18,000/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 an up to \$6,345 educational award ♦ Travel allowance to MPF Meetings ♦ Career coaching and support ♦ Healthcare benefits

Contact Information

Apply ASAP! Applicants are hired on a rolling basis.

Visit [MPF Application 2021](#) to complete a general application **as soon as possible.**

More Info:

- Selection decisions will be made on or before July 1st, 2021. **All position offers will be provisional until 2021-2022 federal funding has been confirmed.**
- Program start date is August 16th, 2021
- More information about **Higgins Middle School** and the youth program can be found at <https://peabody.k12.ma.us/schools/higgins-middle-school/>
- Visit www.masspromisefellows.org for detailed program information

The Massachusetts Promise Fellowship (MPF) is an equal opportunity employer. At MPF, we do not just accept difference — we celebrate it, we support it, and we thrive on it for the benefit of our employees, youth, and our community. 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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