



AmeriCorps Massachusetts Promise Fellow

Service Site: St. Stephen's Youth Programs - Middle School Academic 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 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.*

St. Stephen's Youth Programs Service Description: The Middle School Academic Fellow will serve as a Lead Counselor for our middle school program, focusing on the 6th- 8th grade students, while also coaching and working with all the teens who are based out of our 31 Lenox St location. The Fellow will work to provide the 6th-8th grade students with three trimesters of programming that allows them to explore opportunities related to leadership development, community service, and setting academic goals. The fellow will also meet with the teachers and parents of the students and the teens in their group to help make sure everyone is working in partnership. The Fellow will plan enrichment programming and field trips for the 6th-8th graders that focus on STEAM. There is a lot of freedom and opportunity within this position, and a chance for someone to come and bring their own experience, skills and passions and design some amazing programming for our 6th- 8th grade students.

Essential Responsibilities:

- Lead a group of fifteen 6th and 7th grade students through daily programming (Covid-19 restrictions may impact the number of participants in the group and the amount of programming that is in-person and virtual)
- Oversee weekly academic programming for the middle school students
- Lead health and wellness enrichment activities weekly
- Communicate with teachers and parents to ensure student academic success
- Oversee a weekly mentoring program with the middle schoolers
- Support the planning of weekly field trips for the middle school students
- 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

Qualifications:

- High School Diploma or equivalent certification
- Spanish language skills preferred

Massachusetts Promise Fellowship

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

masspromisefellows@northeastern.edu ♦ www.masspromisefellows.org

- Experience in leading urban youth programming required
- Administrative experience preferred
- Previous experience with the B-SAFE or B-READY program strongly preferred
- Teaching experience / familiarity with the Boston Public Schools helpful
- Ability to work and thrive in a fast-paced, active environment with a positive, can-do attitude
- 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 11pm-7pm and some weekends

Fellow Service Location: 419 Shawmut Ave, Boston, MA 02118

Site Contact Name: Kasey Boston **Site Contact Email:** kasey@ssypboston.org

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 **St. Stephens Youth Programs** and the youth program can be found at <http://www.ssypboston.org/>
- 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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