AmeriCorps Massachusetts Promise Fellow
Service Site: Summer Search Boston

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.

Summer Search Boston Service Description: The Mass Promise Fellow will serve with the post-Secondary Department with a goal of working with our students in the 12th grade as they begin the college exploration and application process or explore alternative pathways. The Fellow will mentor and coach a group of 12th grade students 1on1 and facilitate group sessions.

Essential Responsibilities:
● Support a caseload of 25-35 students meeting with each student 1on1 bi-weekly and facilitating bi-weekly group sessions on various topics including college access, financial aid, career exploration, edu equity, goal setting and much more
● Record meeting summaries after each student touchpoint into a SalesForce Database
● Support with planning and execution of college day, career conference, summer party,career readiness workshop, financial well-being workshop and internship program.
● 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:
● Demonstrated awareness and understanding of issues related to racial, ethnic, and cultural identities and experiences, as well as sensitivity and comfort in discussing these kinds of issues with students
● Interest in advising or coaching young people and working directly with students in a high school, college, education, or youth development environment
● Knowledgeable about key areas of college advising, such as academics, financial aid and money management, student life, and career exploration
● Experience and skill using databases and Excel for data entry and information management
● Ability to change gears easily across multiple projects; stays calm and unflappable in the face of unexpected changes, and competing deadlines
● 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, 10am-6pm

Fellow Service Location: 3840 Washington St, Boston, MA 02130

Site Contact Name: Hermese Velasquez        Site Contact Email: hvelasquez@summersearch.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 Summer Search and the youth program can be found at https://summersearch.org/boston/
☐ 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.