



ASIAN COMMUNITY DEVELOPMENT CORPORATION 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 college and career exploration and 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.*

Service Description The Massachusetts Promise Fellow will be responsible for supporting and building out ACDC's academic enrichment programs in Chinatown by facilitating marketable leadership skills curricula that equip high school youth. ACDC's youth leadership program is called A-VOYCE (Asian Voices of Organized Youth for Community Empowerment) and seeks to equip youth to be community advocates who design spaces for collective dreams, joy, & power. The Fellow will act as a supportive mentor and develop relationships through cohort bonding and 1:1 check-ins. Fellows are also expected to offer culturally relevant learning, teaching histories not often covered in traditional learning spaces, identifying and reaching benchmark program goals, and meeting expressed needs in relation to academic, college, and career support.

Essential Responsibilities

- Assist in the expansion of ACDC's Chinatown youth programs pipeline, engaging new and returning program youth
- Develop two 34-week programs that equip youth with project management, identity & youth development, and team management skills
- Create and deliver marketable skills curriculum that build upon existing youth skill sets (eg: critical thinking + analysis, strategic planning, data interpretation + analysis, goal setting, project design, etc.)
- Supervise a college intern through weekly check-ins and coaching in curriculum building and facilitation skills
- Recruit 15-20 high school aged youth (ages 14-19) to join the first-year program
- Maintain relations with 10-15 returning youth through intentional relationship building and bonding events
- Establish new and deepen existing partnerships with schools, university offices, local community programs, and business professionals
- Record all curricula and planning to ensure program sustainability and growth
- Work with Youth Programs Manager to reinforce A-VOYCE values and ensure inclusive, caring program culture across A-VOYCE sites
- Administer assessments to track and measure staff quarterly goals and youth socio-emotional growth
- Supervise youth leaders off-site during occasional weekend or evening workshops/projects
- Complete required MPF data and evaluation requirements
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 10.5 month commitment

Qualifications

- Ability to work independently and take initiative while also promoting collaborative team culture
- Creativity to experiment and make calculated risks while developing program
- Desire to work with immigrant and first-generation students
- Interest in facilitating non-traditional learning spaces and experiences for youth
- Demonstrated commitment to teamwork and shared success
- Ability to track success goals and measurements
- Ability to prioritize tasks and maintain progress on short and long-term goals
- Knowledge of Asian American issues and identity development
- Deep value of and ability to create habits of empathy, integrity, and authenticity
- Excellent organizational and communication skills
- Experience working with youth and deep belief in the power and potential of young people to create social change
- Passionate about social justice and working with diverse communities
- 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-5:30PM

- 2-4 hours of occasional evening or weekend programming (likely in Spring/Summer)

Site location: 38 Oak St, Boston, MA

Supervisor Name: Celina Fernando

Supervisor Email: celina.fernando@asiancdc.org

Benefits

For an 10.5 month, full-time commitment and 1,700 hours of AmeriCorps service Fellows receive:

A taxable living allowance of up to \$18,500/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 an up to \$6,495 educational award ♦ Travel reimbursement 15+ miles for Fellow monthly meetings ♦ Career coaching and support ♦ Healthcare benefits

Contact Information

Apply ASAP! Applicants are hired on a rolling basis.

Visit [here](#) to complete a general application **and upload your letter of interest, resume and contact info for three references ASAP and before July 15, 2022.**

More Info

- Interviews will take place during April-June 2022 and reasonable accommodations will be made available for interviews upon request.
- Selection decisions will be made on or before July 28th, 2022 to guarantee an on time program start. **All position offers will be provisional until 2022-2023 federal funding has been confirmed.**
- Program start date is August 15th, 2022
- More information about Asian Community Development Corporation and the youth program can be found at <https://asiancdc.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 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.