



Boston Day and Evening Academy 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 and 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 Fellow will work in conjunction with the Post-Graduate Planning Department at Boston Day and Evening Academy (BDEA) to provide one-on-one college and career counseling to students who are on track to graduate during the 2022-2023 school year. Our Fellow will help students understand the immediate benefits of obtaining a high school diploma as part of the process for future college and career trajectories. The Fellow will also develop and carry out strategies for supporting students who graduate from BDEA at one of four graduations (in September 2022, December 2022, March 2023 and June 2023) as they transition to college or career.

Essential Responsibilities

- Develop a strategy, including target activities, for supporting marginalized youth through the transition from high school to postgraduate life
- Lead workshops centered around post-graduate options: college, career, trade apprenticeships
- Motivate students to consider their futures, set goals beyond high school, assess their skills and interests, and pursue opportunities, while working intensively with students to identify and overcome barriers to the educational and career endeavors that will lead to a productive life
- Work one on one with students to define their goals and create detailed plan
- Support students with their dual enrollment courses
- Continue working with students as they move into new phase to ensure they're meeting their obligations (warm handoff)
- Share alternatives to college and support youth applications to alternative programs
- Conduct outreach visits to engage students throughout the school in postgraduate planning activities
- Engage in one-on-one and/or group college and career advising
- Provide exposure to various career pathways through panels, field trips, activities, informational interviews, etc.
- 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

- Has demonstrated leadership experience, interpersonal skills and personal characteristics necessary for working effectively with students, teachers, administrators and parents
- Has excellent oral and written communication, computer and organizational skills
- Has experience establishing a collaborative, team-oriented atmosphere that honors diversity and enhances individual and community growth
- Passion for working with diverse youth and families
- Strong critical thinking and problem solving skills
- Experience with and/or commitment to youth development
- BA/BS strongly preferred or equivalent experience
- A passion for volunteerism and community service
- Ability to work independently and take initiative
- Deep belief in the power and potential of young people to create social change
- Experience working with youth
- 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 9am - 5pm

Supervisor Name: Margaret Samp

Supervisor Email: msamp@bostonpublicschools.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 Boston Day and Evening Academy and the youth program can be found at <https://bdea.com/>.
- 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.