



Boys & Girls Clubs of MetroWest 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 Engaging teens ages 12-18 in a meaningful way has a direct impact on future success. The Fellow will be the leader of the Marlborough Clubhouse Teen Center and focus on offering academic enrichment programming through traditional and non-traditional avenues. The Fellow will be responsible for the following programming: offering tutoring and academic enrichment activities, leading small group leadership clubs, STEAM programming, and partnering with local companies and academic establishments to plan field trips that model successful future opportunities. The Fellow will also be responsible for developing and implementing a plan for how to engage more high school aged youth in our teen programming. The overarching goal of this service role is to offer enriching, supportive activities that are also fun for teens. This service role is directly related to our mission of creating great futures for youth.

Essential Responsibilities

- Plan and implement programs and activities on a daily basis in the teen center
- Research and plan age-appropriate academic enrichment activities to infuse into existing Teen Center activities
- Provide a project or activity-based approach to the program
- Determine program space, supplies, and technology needed to implement planned activities
- Work collaboratively with program staff to design and implement effective learning strategies for members,
- Partner with local corporate or educational partners to offer field trips, learning opportunities and off-site engagement
- Enforce discipline policy and positive behavior strategies for members
- Mentor youth to achieve success
- Evaluate activities regularly to determine outcomes achieved
- Maintain an orderly, attractive, and sanitary program space
- 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 be flexible and creative when planning and implementing activities for youth
- Ability to multi-task and support multiple youth at one time
- Interest in working with youth and the ability to motivate and manage youth behavior

- Must have reliable transportation to and from work each day, as well as to and from any required meetings
- Ability to work independently and take initiative
- Excellent organizational and communication skills
- Deep belief in the power and potential of young people to create social change
- Experience working with teens preferred
- Passionate about social justice and working with diverse communities
- Must be a US Citizen, US National or Permanent Resident
- 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 through Friday, 12 PM to 8 PM

Service location: Marlborough Clubhouse - 169 Pleasant Street, Marlborough, MA 01752

Supervisor Name: Barbara Tolland

Supervisor Email: barbara.tolland@bgcmetrowest.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 Boys & Girls Clubs of MetroWest and the youth program can be found at www.bgcmetrowest.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.