



## ENROOT

### AmeriCorps Massachusetts Promise Fellow - Cambridge

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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.*

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#### Service Description

Cambridge

Enroot is a community-based nonprofit with a mission to empower immigrant youth to achieve academic, career, and personal success through inspiring out-of-school experiences. Enroot seeks a Massachusetts Promise Fellow to provide academic enrichment support to our 10th and 11th-grade students in Cambridge. The Cambridge Fellow will lead weekly academic tutoring and mentoring nights, create a Cambridge mentoring curriculum, and co-facilitate our weekly leadership seminar. The Fellow will work closely with the Cambridge Program Director and Program Manager to set up field trips to local businesses, organize speaker panels, and lead weekly discussions about leadership skills.

#### Essential Responsibilities

- Support recruitment and onboarding of 35-40 Cambridge Rindge and Latin School students
- Support recruitment, onboarding, and training of 60 volunteer mentors and tutors
- Lead the mentoring program component of the Leadership cohort (35 student-mentor matches), including supervision on mentoring nights and ongoing mentor support
- Lead tutoring program component for Leadership cohort (25 student-tutor matches), including supervision on tutoring nights and implementation of strategies to strengthen tutoring program
- Co-facilitate weekly leadership seminars with the Cambridge Program Director
- Plan monthly field trips for students to shadow various jobs and for mentor-mentee outings
- 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, 11-month commitment

#### Qualifications

- Passion for working with diverse youth and families and the ability to work with people from a variety of backgrounds
- Experience working with high school students and/or English Learners
- Flexibility, patience, and a good sense of humor
- Fluency/proficiency in one or more of the following languages strongly preferred: Haitian Creole, Spanish, Portuguese, French, Bengali, Hindi, or Arabic
- Proficiency with Microsoft and Google Drive applications; Salesforce experience a plus

#### Massachusetts Promise Fellowship

Northeastern University ☐ 360 Huntington Avenue, 232 YMC ☐ Boston, MA 02115  
masspromisefellows@northeastern.edu ☐ www.masspromisefellows.org

- 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 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: 9 am – 5 pm; Tuesday: 12 pm – 8 pm; Wednesday: 12 pm – 8 pm; Thursday: 12 pm – 8 pm; Friday: 9 am – 5 pm.

**Supervisor Name:** Paola Ozuna, Program Manager    **Supervisor Email:** pozuna@enrooteducation.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 \$15,500/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 \$6,095 educational award ♦ Monthly travel allowance ♦ Career coaching and support ♦ Healthcare benefits

### Contact Information

**Apply ASAP!** Applicants are hired on a rolling basis.

Visit [masspromisefellowapplication2019](http://masspromisefellowapplication2019) to complete a general application **and upload your letter of interest, resume and contact info for two references ASAP and before June 1<sup>st</sup>, 2019.**

### More Info

- Interviews will take place during April and May, 2019 and reasonable accommodations will be made available for interviews upon request.
- Selection decisions will be made on or before July 1<sup>st</sup>, 2019. **All position offers will be provisional until 2019-2020 federal funding has been confirmed.**
- Program start date is August 5<sup>th</sup>, 2019
- More information about Enroot and the youth program can be found at <https://www.enrooteducation.org/>.
- Visit [www.masspromisefellows.org](http://www.masspromisefellows.org) for detailed program information

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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.

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