



## Fenway High School AmeriCorps Massachusetts Promise Fellow

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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** Fenway High School's Massachusetts Promise Fellow will serve as After School Engagement Coordinator (ASEC) for our 385 students in grades 9-12. The ASEC will work in collaboration with Fenway faculty including but not limited to the Operations Manager, Student Support Coordinators, Athletics Director, and Director of Development and School Partnerships, to ensure each of our 9th grade students is engaged in afterschool activities whether on our Mission Hill campus or with a quality afterschool community partner. The ASEC will survey students to discover student interest and will create programs, clubs, and/or intramural sports programming to keep students engaged with their school community outside of traditional school hours. The ASEC will also serve as a Co-Advisor, in collaboration with a member of Fenway's faculty, to a cohort of 9th or 10th grade students during the school day, serving as a mentor and advisor, while further engaging them in after school opportunities.

### Essential Responsibilities

- Survey Fenway students to understand interests, current after school involvement, and identify gaps in afterschool program offerings
- Understand current offerings held on Fenway's campus and meet with key community partners who recruit Fenway students to their programs
- Develop 1 afterschool clubs, programs, or intramural sports leagues that will be held weekly afterschool
- Recruit students for, schedule, and lead or co-lead (with an interested member of the Fenway faculty) after school clubs, programs or intramural sports leagues in partnership with the Operations Manager
- Serve as a Co-Advisor to a group of 9th or 10th grade students during in-school weekly Advisory sessions, acting as a mentor and coach to them as they build connection to their school community and explore college and career opportunities upon high school graduation
- Act as role model and to all of Fenway's 385 students
- Complete MPF 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 Commonwealth
- Make a full-time, 10.5 month commitment

### Qualifications

- The ASEC must be at least 21 years old and must submit to a CORI and SORI background check while having experience working collaboratively in a diverse office setting
- The ASEC should be able to take initiative and work independently but also be a team player. They will have patience, persistence, resourcefulness, and a sense of humor
- This role is in a small school environment filled with the liveliness and diversity of urban adolescents
- 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
- 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

- The ASEC will work at Fenway High School's Mission Hill campus, Monday to Friday from 9:30 a.m. to 5:30 p.m.

**Supervisor Name: Michelle Cannon**

**Supervisor Email: [mcannon@fenwayhs.org](mailto:mcannon@fenwayhs.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 15<sup>th</sup>, 2022
- More information about Fenway High School and the youth program can be found at [www.fenwayhs.org](http://www.fenwayhs.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.