



The LEAH Project 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 LEAH Project's mission is to promote the power of youth, especially BIPOC youth, to diversify the STEM fields. Through paid STEM internships, dynamic college and career readiness programming, and meaningful youth leadership opportunities, LEAH cultivates the confidence of youth and equips them with the skills and connections they need to thrive. The Fellow will enhance the LEAH Project's career readiness program to expose youth to different career pathways and build and hone their skills. The Fellow will assist in facilitating career readiness workshops, plan college visits, coordinate career readiness events, and meet with youth one-on-one.

Essential Responsibilities

- Interact and support all LEAH youth in programming, along with LEAH staff (up to 40 youth)
- Meet with youth one-on-one to support their academic and career goals
- Plan 3-5 career readiness events (including career panels, job shadow days, and mock interviews)
- Facilitate weekly youth meetings focused on career readiness
- Develop engaging workshop agendas
- Schedule and conduct at least ten local college tours
- Support facilitation of weekly meetings/trainings for LEAH youth
- Support seniors' college application processes
- Complete 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

- Flexible schedule to accommodate some evenings and weekend events/field trips
- Strong critical thinking and problem-solving skills
- Be able to plan and facilitate meetings, comfortable speaking in front of an audience and leading trainings
- Ability to prioritize tasks and maintain progress on short and long-term goals
- Bachelor's degree strongly preferred
- Background/experience in STEM a plus (but not required)

- Black, Indigenous, People of Color (BIPOC) individual are encouraged to apply
 - First generation college graduates are encouraged to apply
 - 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: 9:30AM - 6:30PM

Service Location: 2 Boylston St 4th floor, Boston, MA 02116

Supervisor Name: Candyce Baxter

Supervisor Email: cbaxter@hria.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 \$20,000/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 The LEAH Project and the youth program can be found at www.leahproject.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.



Massachusetts Promise Fellowship
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