



MASS GENERAL HOSPITAL CENTER FOR COMMUNITY HEALTH IMPROVEMENT YOUTH PROGRAMS 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 mentoring, social and emotional learning, college and career readiness, academic enrichment, and community service-learning.

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

BOSTON-The MGH Youth Scholars Fellow's project will consist of the Fellow facilitating a weekly two hour program during OST for twenty-nine youth scholars (more than 200 hours of one on one and group programming). Additional 11th grade programming such as retreats, orientations, and enrichment activities will be conducted during OST. Potential program topics will include: understanding college as an investment, finding the right college fit, SAT preparation, mindfulness and the relaxation response, and exposure to STEM careers. The Fellow will also create and develop innovative ways to engage parents in the college search process. Over the past few years, it has become clearer to us that parents have a strong desire to assist their children with selecting the ideal college fit, but they do not always have the tools or references to do so. We hope the Fellow will devise a targeted approach to include parents and families in the process from beginning to end. Ultimately, the goal is to ensure that MGH Youth Scholars are motivated and compelled to complete high school and matriculate and graduate from institutions of higher education.

ESSENTIAL RESPONSIBILITIES

- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 12 month commitment
- Build and establish relationships with twenty-nine existing 11th Youth Scholars and work with them individually and in groups on narrowing their college selections.
- Expose Youth Scholars to colleges and universities throughout MA (strongly encouraged to think outside of Boston).
- Introduce Youth Scholars to a myriad of career options and possibilities connected to STEM and healthcare.
- Build Scholars' leadership skills and self confidence.
- Develop opportunities and avenues to include parents in their child's college search process.
- Monitor the academic progress of all Scholars and ensure those who need extra support are provided tutoring services and/or individual academic advising.
- Work in collaboration with Youth Scholars managers on creating college access and readiness opportunities for Youth Scholars in grades 9 - 10.

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- Collaborate with CCHI's evaluation department to identify strengths and areas for improvement for the College Prep Initiative.
- The remaining 20% of the Fellow's year of services will be spent on general programming and support, which includes:
- Refining practices and procedures to strategically strengthen program impact.
- Demonstrate superior project management, networking, and relationship building skills.

QUALIFICATIONS

- Excellent organizational and communication skills
- Interest in and commitment to national and community service
- Experience working with youth
- Strong critical thinking and problem solving skills
- Ability to prioritize tasks and maintain progress on short and long-term goals
- The desire to work with diverse constituencies
- Ability to handle multiple tasks simultaneously
- Ability to see the big picture without losing sight of the details
- Professional and mature
- Ability to work a flexible schedule – may require some evenings and weekends
- "Can do" work ethic and idealism
- Positive and optimistic sense of humor
- Enthusiastic about STEM and/or STEM Education
- Bachelors Degree required
- Additional language skills a plus, but not required
- 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

M-F, 9AM-5PM

SOME WEEKENDS

SUPERVISOR NAME: AMANDA POTTER APOTTER@MGH.HARVARD.EDU

BENEFITS

For a one year full-time commitment and 1700 hours of AmeriCorps service Fellows receive:

A taxable living allowance of \$14,500/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 a \$5,775 educational award ♦ Monthly travel allowance ♦ Career coaching and support ♦ Healthcare benefits

CONTACT INFORMATION

Apply ASAP! Applicants are hired on a rolling basis.

Visit <https://www.surveymonkey.com/r/mpfapplication2016> to complete a general application **and send a letter of interest, resume and contact info for two references ASAP** to Amanda Potter: apotter@mg.harvard.edu

MORE INFO

- Interviews will take place during May and June of 2016
- Hiring decisions will be made on or before July 15th, 2016

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- Program start date is August 10th, 2016
- More information about MGH Youth Programs and the youth program can be found at <http://www.massgeneral.org/cchi/focusareas/OpportunitiesforYouth.aspx>
- **Visit 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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Northeastern University
College of Professional Studies

