



Quincy Asian Resources, Inc. (QARI) 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 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.*

Service Description

Quincy-The Fellow will manage and lead all aspects of the U&I Mentoring program. The main responsibility of the Fellow will be refining and expanding the existing curriculum to meet the needs of recent immigrant middle schoolers and empower high school mentors to develop leadership and interpersonal skills to succeed in their future careers. Other responsibilities for the Fellow include: 1) working directly with 50-60 youth approximately 50 hours a month; 2) creating matches between middle school mentees with high school mentors 3) program coordination and activities planning; 4) one on one leadership development with mentors. The Fellow will also support potential program expansion to other public middle schools.

Essential Responsibilities

- Continue to develop a sustainable program in partnership with Atlantic Middle School, North Quincy High School, and Central Middle School
- Develop new partnerships with other local middle schools in Quincy, MA
- Design weekly activities within the curriculum to achieve goal and objectives from the program's logic model
- Design and implement 1-2 multimedia projects for each match that achieves the program goals
- Organize group field trips and community activities for matches in Greater Boston
- Provide ongoing match support during the program
- Encourage parental involvement initiatives of U&I mentees
- Support QARI staff in program data collection, evaluation, and communication of results
- 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

- Fluency in conversational Mandarin or Cantonese language strongly preferred
- Experienced in working with 1st and 2nd generation immigrant youth, English Language Learners, immigrant communities
- Understand the needs and challenges of immigrant communities including the Asian immigrant population
- Deep belief in the power and potential of young people to create social change in their communities
- Interest in and committed to national and community service
- Ability to work as a team member as well as independently

Massachusetts Promise Fellowship

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

- Ability to handle simultaneous tasks; self-start projects and solutions; take ownership of the program
 - Ability to prioritize tasks and maintain progress on short and long-term goals
 - Exhibit professionalism and maturity in the workplace including organizational and communication skills
 - Exhibit strong critical thinking and problem-solving skills
 - 18 years of age or older with a High school diploma or GED Equivalent
 - Must have US Citizenship, US National, or Permanent Resident Alien status
 - Must undergo a security screening which includes the National Service Criminal History Check; the National Sex Offender Public Website; name-based search of statewide criminal history registry both in Massachusetts and your state of residence; and a fingerprint based FBI check upon application to our program (if not Massachusetts).
- *Eligibility to participate in MPF is contingent on the results of this screening.

Fellow Schedule

Mon. – Fri., 9:30AM – 5:30PM, Some weekends

Supervisor Name: Rocky Chan

Supervisor Email: rocky@quincysianresources.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 to complete a general application **and upload your letter of interest, resume and contact info for two references ASAP and before May 1st, 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 1st, 2019. **All position offers will be provisional until 2019-2020 federal funding has been confirmed.**
- Program start date is August 5th, 2019
- More information about Quincy Asian Resources, Inc. and the youth program can be found at www.quincysianresources.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.

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