



Sociedad Latina 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 Massachusetts Promise Fellow will serve as a College Access Mentor to 15-20 high school seniors who are Boston Public School students. The Fellow will specifically focus on tailored supports to increase access to higher education among English Language Learners, DACA (Deferred Action for Childhood Arrivals) recipients, and undocumented youth. During out-of-school time, the Fellow will lead work with small student groups to provide workshops on the college application process; offer case management on an individual basis for youth to determine their best fit post-secondary pathways, overcome challenges, and navigate and access available resources; engage skilled volunteers to connect youth to new perspectives on college and career pathways; deepen relationships with colleges and universities of interest to our youth; and engage youths' families in the college and career selection processes.

Supervisor:

Programs Director Juan Maldonado, juan@sociedadlatina.org

Essential Responsibilities

- Build and maintain a cohort of 20 immigrant youth during their seniors year from Sociedad Latina pipeline programs & partners schools
- Manage all aspects of college application process for cohort of seniors including applications, FAFSA, and scholarships
- Develop relationships with guidance counselors, college advisors, and any other relevant staff at Boston Public Schools
- Create database of scholarships specific for undocumented youth or DACA recipients
- Document college access curriculum for youth, including the scholarship research and application process, financial aid meetings for community youth and their parents, the college research and application process and alternatives to college
- Support students to stay on track to graduate and pursue post-high school plans through SAT/ACCUPLACER -prep and other academic support activities
- Plan, support and implement quarterly college and career visits for youth participants and the larger community

Massachusetts Promise Fellowship

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

- Collaborate with College Success team to ensure that all seniors receive a Success Coach for first two years of college
- Collaborate with higher ed partners to develop summer bridge programs that support English language acceleration and access to early college credit
- Complete program paperwork, data collection, grant reporting, and evaluation
- Coordinate quarterly meetings and communication with parents of youth participants
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 11 month commitment

Qualifications

- Understanding of educational tests, measurements and statistics.
- Understanding of the culture of after school/out of school time programs.
- Program design and implementation.
- Proven experience in partnership building, including experience as program coordinator.
- Demonstrated ability to establish rapport with youth.
- Excellent interpersonal and communication skills.
- Strong administrative skills & competencies
- Computer skills (Word, Database, Publisher, Excel, Email & Internet).
- Ability to work independently and as part of a team.
- Proven ability to anticipate, identify, and analyze problems and opportunities and establish priorities with youth.
- Interpersonal and cultural sensitivity.
- Bilingual (English/Spanish).
- 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

A typical schedule will be 10am-6pm weekdays, with flexibility to shift hours to accommodate weekend activities and events

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 \$5,920 educational award ♦ Monthly travel allowance ♦ Career coaching and support ♦ Healthcare benefits

How to Apply

Apply ASAP! Applicants are hired on a rolling basis.

Applicants must apply through our [General Application](#) and select the host site(s) of which they are interested in applying. Host sites will reach out to schedule a first round interview. If you have additional questions or would like

Massachusetts Promise Fellowship

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

to contact a host site, please see the e-mail contact listed above. Positions will continue to accept applications until they are listed as filled.

More Info

- Interviews will take place during May, 2018 and reasonable accommodations will be made available for interviews upon request.
- Selection decisions will be made on or before June 1st, 2018. **All position offers will be provisional until 2018-2019 federal funding has been confirmed.**
- Program start date is August 7th, 2018
- More information about Sociedad Latina and the youth program can be found at <https://www.sociedadlatina.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

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