



SquashBusters, Boston 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

Roxbury-The SquashBusters Massachusetts Promise Fellow will work alongside other staff to help support the incoming 9th grade class. They are responsible for supporting the academic and personal development of approximately 25-30 high school students on the SquashBusters Boston team. The fellow will provide holistic support to students and help them stay on track to achieve their post-secondary goals by building strong relationships with students, families, and school partners. The primary roles of this fellowship are academic support, curriculum development/activity facilitation, and classroom management. This fellow should be prepared to run tutoring and enrichment sessions alongside colleagues. These sessions will require close attention to detail, communication with other staff members and volunteers, and a creative eye. The topics that this fellow will facilitate/co-facilitate include the following themes: team building, goal setting, college knowledge, career exploration, resume building, professionalism, public speaking, boys and girls groups, and academic best practices. Fellows will learn to juggle the many moving parts in youth development including: volunteer recruitment and management, homework support, enrichment session prep and facilitation, parent communication, academic tracking and support (including school communication).

Essential Responsibilities

- Organize and oversee daily homework help classrooms in support of SquashBusters student school work
- Closely monitor students' progress in school and communicate regularly with school staff
- Collaborate with colleagues in assembling, implementing and evaluating academic enrichment curriculum
- Help students connect to other opportunities as appropriate (summer opportunities, SAT prep, etc.)
- Collaborate and communicate with SquashBusters staff, families, and community partners
- Participate in community service projects and field trips as needed
- Assist in supporting academic volunteers with potential for involvement in recruitment/orientation
- Effectively and consistently communicate with parents.
- A fellow with a driver's license may help drive students to and from matches, team trips, community service projects, summer camps, etc. as needed
- 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

Massachusetts Promise Fellowship

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

- Spanish language proficiency is a big plus
- Comfort tutoring and supporting students' academic development
- Strong group facilitation skills
- Reliable, responsible, disciplined, engaged, self-reflective, and open to receiving and giving feedback
- Ability to relate effectively to diverse groups of people from a variety of backgrounds
- Thrives in a collaborative and fast-paced environment
- Strong communication skills
- Valid driver's license is ideal
- Bachelor's degree, or Associate's degree with relevant experience
- 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

- Monday-Thursday 10am-7pm, Friday 10am-6pm
- Occasional Saturday commitments. If Fellow serves Saturday they are off on the Friday before.

Supervisor Name: Eileen Barrer **Supervisor Email:** e.barrer@squashbusters.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 June 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 SquashBusters youth program can be found at <https://squashbusters.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

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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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