



St. Stephen's 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 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

Boston-The CCSC MPF will be the primary person responsible for the Senior Initiative and will take the lead on bringing college and career programming to all teens. This includes working 1:1 with seniors and their families to identify and pursue a post high school plan, as well as bringing college exposure to all grades. The MPF would have the support of the Director of Youth Programs, the Senior Manager of College Access and Success and the entire Teen Team of staff, as well as a core team of key volunteers, in carrying out these responsibilities. A strength of SSYP is our collaborative organization that utilizes teamwork while also maintaining clarity about who is responsible for what project.

Essential Responsibilities

- Professional Development of seniors through individual coaching and group trainings. These would offer a combination of hard skills—such as how to prepare for an interview on a college campus—with the interpersonal skills needed for success—how to manage fears of failure (or success) so that these do not create a block to achievement.
- Group work with Seniors to imagine their professional futures, identifying talents, and making concrete, post-high school plans that are realistic, match their individual interests, and are fiscally responsible.
- Trainings and campus visits for all teens. Arranging outside experts from uASPIRE, Bottom Line, YearUp and other organizations to speak to seniors (and other teens), mentors, and parents; coordinating Career Nights by inviting key people from partner organizations who can speak about particular fields; and planning campus visits for small groups of teens or youth to a range of colleges using the resource of alumni/ae and admissions offices.
- Evaluating and measuring the programs using existing tools, such as the HAS/PEAR tool and data we collect ourselves, to show how our cohort of teens compares to BPS benchmarks for graduation, college acceptance, vocational program acceptance, and more.
- Administrative work such as using SSYP systems of keeping track of attendance, progress in school, reporting to funders, and other essential information gathering.
- 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

- Ability to work independently and take initiative

Massachusetts Promise Fellowship

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

- 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 - Friday 10:00am- 7:00pm

Occasional weekend events with advanced notice

Supervisor Name:

Jeremy Kazanjian-Amory

Supervisor Email:

Jeremy@ssypboston.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 φ Excellent training opportunities φ FREE courses at Northeastern University in the College of Professional Studies & discounted courses upon successfully completing the service year φ Loan forbearance and an up to \$6,095 educational award φ Monthly travel allowance φ Career coaching and support φ 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 St. Stephen's Youth Programs can be found at www.ssypboston.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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