



UU Urban Ministry / Roxbury 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 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 The Roxbury Youth Programs (RYP) Internship is an out-of-school-time community engagement and youth development program that supports the development of leadership, communication, and 21st century digital skills in high school-aged young people through a lens of history and community activism. This program is split into 3 tiers where young people will have an introduction (1st tier), an opportunity to practice (2nd tier), and finally teach back (3rd tier) the skills that they have developed. The Fellow will oversee the introductory tier, supporting a cohort of 15 young people, for 35 hours a week, with approximately 20 of those hours dedicated to direct service time with youth. The Fellow will be supported and supervised by the Youth Programs Manager.

Essential Responsibilities

- Revise and implement a digital, communication, and leadership skill curriculum with the support of the Youth Programs Manager
- Facilitate workshops and meetings 3 times a week for a cohort of 15 young people new to Roxbury Youth Programs during the academic year
- Supervise monthly team building and leadership development activities
- Maintain digital records and documents of young people in the program
- Deliver pre & post program evaluations to young people, report on the successes and challenges, and recommend future program improvements
- Support Youth Programs Manager in planning “collaboration days”, opportunities for youth to learn about other organizations in the community
- Organize “development days”, events & activities for youth to learn or refine their workforce readiness skills
- Complete program evaluation requirements including but not limited to preparing monthly reports, a youth attendance tracker, and time sheets
- 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, 10.5 month commitment

Qualifications

- Good mediation, facilitation and listening skills
- Ability to handle multiple tasks simultaneously and be a self-starter



Massachusetts Promise Fellowship
Northeastern University ♦ 360 Huntington Avenue, 208 YMC ♦ Boston, MA 02115
www.masspromisefellows.org



- Interest in and commitment to national and community service
- Strong critical thinking and problem solving skills
- Ability to prioritize tasks and maintain progress on short and long-term goals
- 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
- 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-6:00PM, some weekends (only if necessary)

Site location: 10 Putnam Street, Roxbury, Massachusetts

Supervisor Name: Tarik Bartel **Supervisor Email:** tbartel@uum.org

Benefits

For an 10.5 month, full-time commitment and 1,700 hours of AmeriCorps service Fellows receive:

A taxable living allowance of up to \$20,000/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 \$6,495 educational award ♦ Travel reimbursement 15+ miles for Fellow monthly meetings ♦ Career coaching and support ♦ Healthcare benefits

Contact Information

Apply ASAP! Applicants are hired on a rolling basis.

Visit [here](#) to complete a general application **and upload your letter of interest, resume and contact info for three references ASAP and before July 15, 2022.**

More Info

- Interviews will take place during April-June 2022 and reasonable accommodations will be made available for interviews upon request.
- Selection decisions will be made on or before July 28th, 2022 to guarantee an on time program start. **All position offers will be provisional until 2022-2023 federal funding has been confirmed.**
- Program start date is August 15th, 2022
- More information about UU Urban Ministry and the youth program can be found at www.uuum.org/youth-programs.
- 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, 208 YMC ♦ Boston, MA 02115
www.masspromisefellows.org

