



## Vietnamese American Initiative for Development, Inc. (VietAID) AmeriCorps Massachusetts Promise Fellow

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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.*

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### Service Description

Boston-VietAID operates youth programming for 1st through 12th graders: VietAID Scholarly Youth Program (VSPY) serves about 60 1st through 8th grade youth daily in an after school program and about 90 in summer programming; and VietAID Leadership Alliance (VALA), comprised of high school youth who volunteer with VSPY and/or are part of the leadership development program. The Fellow will expand current high school youth initiatives by providing increased opportunities in college and career exploration.

**Supervisor:** Carro Hua, [carrohua@vietaid.org](mailto:carrohua@vietaid.org)

### Essential Responsibilities

- Coordinate 20 VALA youth, which includes recruiting from our VSPY alumni network, current volunteer group, and local schools. The fellow will orient and train youth, facilitate monthly check-in meetings and college/career related workshops, support and coach youth to become tutors and teaching assistants, manage volunteer schedules, etc.
- Create and facilitate a college readiness curriculum for high school juniors and seniors featuring sessions on navigating the college application process, financial aid applications, and transitions into higher education as it relates to student experiences of being first generation college youth, youth of color, and of low-income/working class background.
- Create and facilitate a career skills-building workshops for high school freshmen and sophomores featuring resume writing, job applications, career options/possibilities, time management, goal setting, work experience, etc.
- Build relationships with local professionals and colleges to support with career exploration and college readiness programming.
- Assist with the planning of a social justice college readiness retreat in the Spring.
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the Commonwealth
- Make a full-time, 11 month commitment

### Qualifications

- Commitment to and experience working with high school youth of color

#### Massachusetts Promise Fellowship

Northeastern University ♦ 360 Huntington Avenue, 232 YMC ♦ Boston, MA 02115  
[masspromisefellows@neu.edu](mailto:masspromisefellows@neu.edu) ♦ [www.masspromisefellows.org](http://www.masspromisefellows.org)

- Commitment to educational equity and access
- Experience in project management and leadership
- Ability to work independently and take initiative
- Excellent organization, communication, critical thinking, and problem solving 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 through Friday, 10AM-6PM

### **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 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 1<sup>st</sup>, 2018. **All position offers will be provisional until 2018-2019 federal funding has been confirmed.**
- Program start date is August 7<sup>th</sup>, 2018
- More information about VietAID and the youth program can be found at <http://www.vietaid.org/programs-2/youth-programs/>.
- **Visit [www.masspromisefellows.org](http://www.masspromisefellows.org) for detailed program information**

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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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