



Waltham High School 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

WALTHAM—The role of the Fellows will be to work closely with 25-30 at-risk students from each grade at Waltham High School. Tasks include identifying individual needs, targeting interventions, and developing individual student success plans in order to stay on track for graduation. Ongoing monitoring of students will continue throughout the course of the academic year in collaboration with a school administrator and a wide variety of stakeholders. In addition, the Fellow will be responsible for creating and overseeing an after-school academic support program that allows students to complete homework, receive academic support, and work with peers on group assignments for approximately one hour each afternoon.

Essential Responsibilities

- Daily connections with the class administrator and with school resource personnel and families as needed
- Working closely with 25-30 at-risk students
- Creating and implementing individual student success plans
- Problem-solving for issues that arise, identifying resources available and solutions
- Identifying and planning associated activities beneficial to students
- Weekly meetings with each Associate Principal.
- 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
- Excellent organizational and communication skills
- Deep belief in the power and potential of young people to create social change
- Experience working with youth
- Strong critical thinking and problem solving skills
- 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

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masspromisefellows@neu.edu ♦ www.masspromisefellows.org

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

M-Th 7:30-3:30, F 7:30-2:30

Supervisor: Tim McMahon, timothymcmahon@walthampublicschools.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 \$5,920 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.**

More Info

- **Applications accepted on a rolling basis through October 1st, 2019.**
- **All position offers will be provisional until 2019-2020 federal funding has been confirmed.**
- Program start date is August 22nd, 2019
- More information about Waltham High School and the youth program can be found at www.walthampublicschools.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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