



Youth Enrichment Services (YES) 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 Mass Promise Fellow College Prep Coordinator at Youth Enrichment Services (YES) will sustain and expand YES's College Preparation Program. The Fellow will serve 11th-12th grade students with college and career workshops, leadership development workshops, college tours, experiential learning projects, and one-on-one advising. The Fellow will cover topics including study skills, academic and extracurricular planning, the college application process, financial aid planning, and transitioning from high school to college. The role encompasses direct service, capacity building, and curriculum development.

Essential Responsibilities

- Evaluate, update and facilitate college prep curriculum and experiential learning projects
- Attend and accompany program participants on offsite youth training experiences and activity days including snow sports training and activity days.
- Engage YES alumni currently attending college and YES adult volunteer network by coordinating school visits, college and career panels, and informal mentoring sessions.
- Provide one-on-one advising and college prep support to high school juniors and seniors.
- Maintain program records, including a student portfolio, attendance, scheduling, and demographics.
- Work with the YES Academy and Scholarship committee to ensure all seniors are applying for YES' Richard Williams Memorial Scholarship
- Plan college tours both locally and throughout New England.
- Work with program and outreach staff to develop relationships with Dorchester, Mattapan, and Roxbury middle and high schools to recruit youth participants.
- 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

- BS/BA preferred
- Experience working with youth; Experience providing college preparatory assistance OR receiving college preparatory assistance OR past participation in a college prep program is preferred
- Valid driver's license

- Willingness to participate in YES offered outdoor activities (skiing/snowboarding, cross country skiing, kayaking, rock climbing, biking, etc.)
- Comfortable working with Microsoft applications including Outlook and Excel
- 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
- 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

- Between August and mid-October: 9am-5pm, Monday through Friday
- Between October and June: 11am-7pm, Monday-Thursday; 9am-5pm Friday
- Upon beginning service, the Fellow will receive a schedule that will include overnights and weekend dates for trips and training

Site location: 412 Massachusetts Ave. Boston, MA 02118

Supervisor Name: Laura Neubauer

Supervisor Email: Inebauer@yeskids.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 Youth Enrichment Services and the youth program can be found at yeskids.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.



Massachusetts Promise Fellowship
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