



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 readiness 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, an effective education, and an opportunity to serve.*

Service Description

The Mass Promise Fellow College & Career Prep Fellow 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 & social emotional learning 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.

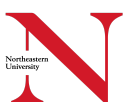
Primary Location: 412 Massachusetts Ave., Boston, MA 02118

More information about Youth Enrichment Services (YES) and the youth program can be found at www.yeskids.org.

Essential Functions

- Youth Program Facilitation: lead and support inclusive and equitable youth programming for youth from diverse backgrounds; build positive, safe environments and relationships with youth
- Youth Mentorship: provide youth with one-on-one support, facilitate goal setting, benchmarks, support transition from YES program participant to youth leader and from middle school to high school student.
- College & Career Prep: plan college tours both locally and throughout New England, work with the YES Academy and Scholarship committee to ensure all seniors are applying for YES' Richard Williams Memorial Scholarship, build relationships with local organizations that specialize in college/career prep
- Alumni Engagement: connect YES alumni currently attending college and YES adult volunteer network through school visits, college and career panels, and informal mentoring sessions
- Time & Project Management: prioritize tasks, manage time, and meet deadlines while remaining flexible in a fast-paced work environment
- Communication & Collaboration: communicate effectively and appropriately, collaborate in a professional setting
- MPF Commitment: complete MPF data and evaluation requirements, travel at least once per month for Fellowship meetings, retreats, and training throughout the Commonwealth, and make a full-time, 10.5 month commitment

Marginal Functions



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- Outreach & Recruitment: work with program and outreach staff to develop relationships with Dorchester, Mattapan, and Roxbury middle and high schools to recruit youth participants.
- Data & Eval: collect data on youth activities and interaction, receive and provide feedback, engage in personal reflection, maintain program records, including a student portfolio, attendance, scheduling, and demographics.

Qualifications

- Passionate about social justice, youth development, and working with people from diverse backgrounds
- Excellent organizational and communication skills
- Experience working with youth; experience providing college preparatory assistance OR receiving college preparatory assistance OR past participation in a college prep program is preferred
- Willingness to participate in YES offered outdoor activities (skiing/snowboarding, cross country skiing, kayaking, rock climbing, biking, etc.)
- Strong critical thinking and problem-solving skills
- Flexibility and adaptability to a fast paced and changing environment
- Comfortable working with Microsoft applications including Outlook and Excel
- Valid driver's license
- BS/BA preferred
- 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

- Between August and mid-October: 10am-6pm, Monday through Friday
- Between October and June: 10am-7pm, Tuesday-Thursday, 10am-5pm Monday/Friday
- Upon beginning of service, the Fellow will receive a schedule that will include overnights and weekend dates for trips and trainings

Supervisor Name: Mollie Sullivan **Supervisor Email:** msullivan@yeskids.org

Benefits

For an 10.5 month full-time commitment (minimum of 1,700 hours of AmeriCorps service), Fellows receive:
 A taxable living allowance of up to \$27,000/year ♦ Loan forbearance and \$7,395 Segal education award that can be used on past or future educational expenses ♦ Training and professional development ♦ FREE courses at Northeastern University in the College of Professional Studies & discounted courses upon successfully completing the service year ♦ Travel reimbursement for 15+ miles for Fellow monthly meetings ♦ Career coaching and support ♦ Medical & Dental benefits

Apply ASAP! Applicants are selected on a rolling basis through June 30th, 2024. Please contact Mona Miao at m.miao@northeastern.edu if you would like to request an accommodation for the application and/or interview process.

More Info

- Interviews will take place during March - July 2024.
- Selection decisions will be made on or before August 4th, 2024 to guarantee an on time program start.
- **All position offers will be provisional until 2024-2025 federal funding has been confirmed.**
- MPF Program dates are August 12th, 2024 - June 27th, 2025
- Visit masspromise.sites.northeastern.edu 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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