



## AmeriCorps Massachusetts Promise Fellow Service Site: Boys & Girls Clubs of MetroWest

---

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/or 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.*

---

**Boys & Girls Club of MetroWest Service Description:** The Mass PromiseFellow will lead our Marlborough Clubhouse Teen Center and focus on offering academic enrichment programming through traditional and non-traditional avenues. The Fellow will be responsible for the following programming: leading small-group leadership clubs, STEAM programming, and partnering with local companies and academic establishments to plan field trips that model potential successful career opportunities. The Fellow will also be responsible for coming up with a plan for how to engage more high school aged youth in our teen programming and implementing this plan. The overarching goal of this service role is to offer enriching, supportive activities that are also fun to all teens.

### Essential Responsibilities:

- Plan and implement programs and activities on a daily basis in the teen center
- Research and plan academic enrichment activities to infuse into existing Teen Center activities
- Provide a project or activity-based approach to the program
- Determine program space, supplies, and technology needed to implement activities
- Work collaboratively with staff to design and implement effective learning strategies for members
- Partner with local partners to offer field trips, learning opportunities, and off-site engagement
- Enforce discipline policy and positive behavior strategies for members
- Mentor youth to achieve success
- Model positive behaviors at all times during program hours
- Evaluate activities regularly to determine outcomes achieved
- Complete program evaluation requirements including but not limited to preparing monthly reports, a youth attendance tracker, and time sheets
- Travel at least once/month for Fellowship meetings, retreats, and training throughout the state

### Qualifications:

- Have the ability to work both as a team and independently
- Reliable, resourceful and self-starter

#### Massachusetts Promise Fellowship

Northeastern University ♦ 360 Huntington Avenue, 232 YMC ♦ Boston, MA 02115

masspromisefellows@northeastern.edu ♦ www.masspromisefellows.org

- Good organization skills and ability to multitask
- Interest in working with youth and the ability to motivate and manage youth behavior
- Must have a strong design to build relationships with youth members and colleagues
- 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-Friday, 12pm-8pm

**Fellow Service Location:** 169 Pleasant Street, Marlborough, MA 01752

**Site Contact Name:** Rachel Constanzo

**Site Contact Email:** rachel.constanzo@bgcmetrowest.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 \$18,000/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 \$6,345 educational award ♦ Travel allowance to MPF Meetings ♦ Career coaching and support ♦ Healthcare benefits

**Contact Information**

**Apply ASAP!** Applicants are hired on a rolling basis.

Visit [MPF Application 2021](#) to complete a general application **as soon as possible.**

**More Info:**

- Selection decisions will be made on or before July 1<sup>st</sup>, 2021. **All position offers will be provisional until 2021-2022 federal funding has been confirmed.**
- Program start date is August 16<sup>th</sup>, 2021
- More information about **BGC MetroWest** and the youth program can be found at <https://www.bgcmetrowest.org/>
- Visit [www.masspromisefellows.org](http://www.masspromisefellows.org) for detailed program information

---

*The Massachusetts Promise Fellowship (MPF) is an equal opportunity employer. At MPF, we do not just accept difference — we celebrate it, we support it, and we thrive on it for the benefit of our employees, youth, and our community. 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, 232 YMC ♦ Boston, MA 02115

masspromisefellows@northeastern.edu ♦ www.masspromisefellows.org