Massachusetts Promise Fellowship

CITY OF PITTSFIELD OFFICE OF CULTURAL DEVELOPMENT
YOUTH & ARTS COORDINATOR FELLOW

Massachusetts Promise Fellows deliver the resources that young people need to be successful in life by **mobilizing** and **organizing** community activity, **creating** and **leading** powerful initiatives, and **training** and **inspiring** citizen volunteers.

The Massachusetts Promise Fellowship achieves this by placing Fellows with 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 **City of Pittsfield's Office of Cultural Development** promotes, supports and initiates cultural activities in the City of Pittsfield to contribute to the health of the city's economy and community. The Office serves as the first point of contact for artists, cultural organizations, event organizers and creative businesses in Pittsfield; organizes community events; staffs the City's Artscape public art committee, which juries and funds yearly public art shows in downtown Pittsfield and leads community-based public art projects; and represents the City's cultural sector regionally and statewide. The Fellow at the Office of Cultural Development (OCD) will serve as a link for OCD to the schools and other community youth organizations, as well as a direct link to students through the Youth Commission.

SPECIFIC RESPONSIBILITIES

- Develop and increase the capacity and impact of the Pittsfield Arts & Education Collaborative and the Pittsfield Youth Commission
- Establish and grow partnerships between youth-serving and arts organizations
- Recruit members for and convene regular bi-weekly meetings of the Youth Commission
- Serve as the lead organizer of the Pittsfield Arts Education Collaborative
- Develop collaborations between youth organizations, cultural organizations, creative businesses, artists and the OCD to support, promote and increase access to the cultural sector for youth
- Program and promote the Lichtenstein Center for the Arts
- Organize and lead youth events and youth component of community events, both new and ongoing
- Develop and use multiple communication channels to reach and link Pittsfield youth and their families to opportunities to participate in the arts and cultural sector, including social media, email, web pages, television and more
- Travel at least once/month for Fellowship meetings, retreats and training

Massachusetts Promise Fellowship
Northeastern University ♦ 360 Huntington Avenue, 212 CP ♦ Boston, MA 02115
Phone: 617-373-7881 ♦ Fax: 617-373-5608
k.redepenning@neu.edu ♦ www.masspromisefellows.org

Northeastern University
College of Professional Studies

QUALIFICATIONS

- Excellent organizational and communication skills
- The ability to work independently
- An interest in national and community service
- The desire to work with diverse constituencies
- Flexibility and a sense of humor
- Access to a car preferred
- Spanish speaking skills a plus
- Excellent computer and writing skills
- Experience with youth highly desirable
- Bachelors degree preferred
- Must be a US Resident, US National or Permanent Resident Alien

BENEFITS

For a one year full-time commitment and 1700 hours of AmeriCorps service Fellows receive:
A taxable living allowance of $269/week ♦ Comprehensive health care benefits ♦
Excellent training opportunities ♦ FREE courses at Northeastern University in the College of Professional Studies ♦
Loan forbearance and a $5,350 educational award

The City of Pittsfield Office of Cultural Development is also happy to offer the Fellow discounted housing for $100/month as well as the opportunity to attend various cultural events at no cost

CONTACT INFORMATION

Apply ASAP! Applicants are hired on a rolling basis. Send a letter of interest, resume and contact info for three references **ASAP** preferably electronically to:

Megan Whilden
City of Pittsfield Office of Cultural Development
28 Renne Avenue
Pittsfield, MA 01201
Email: mwhilden@pittsfieldch.com www.culturalpittsfield.com

MORE INFO

- Interviews will take place in July of 2010
- Hiring decisions will be made asap
- Program start date is August 2010
- **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 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 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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MASSACHUSETTS SERVICE ALLIANCE