



ACCESS- BOSTON COMMUNITY PARTNERSHIP COORDINATOR

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

ACCESS provides students and families with a full understanding of the financial aid available to them through our four major programs. Founded in Boston in 1985, ACCESS has grown to become the city's leading provider of financial aid advising and its largest scholarship provider. Through our Community Engagement Program ACCESS partners with community organizations to enhance their college access programming and reach out to students not currently attending one of our partner schools. The Fellow at ACCESS will work to grow and expand the Community Partnership Initiative during its critical second year. The Fellow will manage the organization, coordination, growth, and implementation of programming for the ACCESS Community Partnership Initiative.

SPECIFIC RESPONSIBILITIES

- Sustain twelve current partnerships
- Develop and implement up to eight new partnerships
- Deliver college access information to youth and families
- Lead training sessions for the staff of community organizations
- Design a comprehensive College Affordability Curriculum
- Support 20 community partnerships and directly manage up to 12 community organizations
- Provide one-on-one guidance to students and parents
- Build and improve methods of distributing student impact data to community partners
- Create new efficiencies that will allow ACCESS to grow the program with quality, operate at a higher capacity, and serve more young people
- Travel at least once/month to Fellowship meetings, retreats, and training

QUALIFICATIONS

- Excellent organizational and communication skills
- The ability to work independently
- An interest in national and community service

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

- Experience working with youth
- The desire to work with diverse constituencies
- Flexibility and a sense of humor
- Must be a US Resident, US National or Permanent Resident Alien
- BA/BS required

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

CONTACT INFORMATION

Apply ASAP! Applicants are hired on a rolling basis. Send a letter of interest, resume and contact info for three references **ASAP and before May 28th, 2010** preferably electronically to:

Adam Reinke

ACCESS

Email: jobs@accessedu.org

www.accessedu.org

MORE INFO

- Interviews will take place during April and May of 2010
- Hiring decisions will be made on or before June 25th, 2010
- 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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