



Massachusetts Promise Fellowship

## GIRLS INC. OF LYNN COLLEGE MENTORING 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 mission of **Girls Inc. of Lynn** is to inspire all girls to be strong, smart, and bold by meeting the needs of girls in the community, developing girls' capacity to overcome the effects of discrimination and be self-sufficient, responsible members of the community, and by serving as a vigorous advocate for all girls. Girls Inc. of Lynn has been operating since 1942, serving girls ages 6-18 emphasizing six core themes: self-reliance & life skills; careers & life planning; leadership & community action; health & sexuality; culture & heritage; sports & adventure. The College Mentoring Fellow will increase college access programming and mentors specifically focusing on working with high school juniors and seniors.

### SPECIFIC RESPONSIBILITIES

- Broaden and deepen the College Mentoring Program by recruiting new mentors so that every teen will have a mentor
- Train mentors and update them so they are confident in their knowledge regarding college access
- Help teens identify safety, reach, and match colleges
- Track mentor program data, including recruitment hours, training hours, number of matches, and student college acceptances
- Identify colleges for teens to visit and work with staff to arrange visits
- Work to ensure that mentors are culturally aware and can thus meet the needs of their mentees
- Develop a distinct program for juniors
- Identify needs to enhance skills to increase college access and ensure that relevant workshops are offered
- Refer teens to additional college resources
- Determine the content and schedule for juniors and seniors in the College Mentoring Program
- Determine what items will be in junior portfolio to increase college access
- Work with the Director to set goals and evaluate program outcomes
- Produce a manual for mentors to include college access tools
- Travel at least once/month to Fellowship meetings, retreats, and training

### Massachusetts Promise Fellowship

Northeastern University ♦ 360 Huntington Avenue, 212 CP ♦ Boston, MA 02115  
masspromisefellows@neu.edu ♦ www.masspromisefellows.org

## QUALIFICATIONS

- An interest in and commitment to national and community service
- The desire to work with diverse constituencies
- Flexibility and a sense of humor
- Ability to see the big picture
- Strong analytical and problem solving skills
- Professional and mature
- Must be a US Resident, US National or Permanent Resident Alien
- Undergraduate college degree (B.S. or B.A.)

## 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 \$5,550 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 27<sup>th</sup>, 2011** preferably electronically to:

Catherine Dhingra  
Girls Inc. of Lynn  
50 High Street  
Lynn, MA 01902

Phone: 781-592-9744 x 213

Fax: 781-592-1160

Email: [chdingra@girlsinclynn.org](mailto:chdingra@girlsinclynn.org)

[www.girlsinclynn.org](http://www.girlsinclynn.org)

## MORE INFO

- Interviews will take place during April and May of 2011
- Hiring decisions will be made on or before June 17th, 2011
- Program start date is August 2011
- **Visit [www.masspromisefellows.org](http://www.masspromisefellows.org) for detailed program information**

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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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