



MILTON PUBLIC SCHOOLS 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 **Milton Public Schools** is to educate, challenge, and empower all students to be productive, caring, and contributing members of society. Milton High School serves an eclectic population of students, drawing from a blended community that includes suburban and urban families. The Mentoring Fellow will lead the development of a new mentoring initiative for at-risk students at Milton High School. The Fellow will establish a program of "Natural Mentoring"-matching students into one-on-one mentoring relationships with supportive adults who are already present in their daily lives.

SPECIFIC RESPONSIBILITIES

- Work with Milton High Guidance Department to identify promising students in need of a mentor
- Run a school-wide campaign to promote the mentoring program
- Recruit staff to serve as mentors
- Meet regularly with mentors and students to conduct status checks and provide support as needed
- Record progress notes in each student record
- Work with the school Assistant Principal and Director of Guidance to develop mentor training materials, conduct a mentor-mentee orientation session, and develop a curriculum guide and objective development worksheets
- Organize a series of group activities and recognition events for participants throughout the year
- Organize and facilitate a Mentoring Committee consisting of parents, educators and other stakeholders interested in promoting mentoring at Milton High School
- Travel at least once/month to Fellowship meetings, retreats, and training

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

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

- Strong analytical and problem solving skills
- Professional and mature
- Must either have an automobile or other reliable means of transportation to the work site (Milton High School)
- BA or BS degree required
- 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 \$5,550 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 27th, 2011** preferably electronically to:

Sean Walsh
Milton Public Schools
25 Gile Road
Milton, MA 02186

Phone: 617-696-4809
Email: swalsh@miltonps.org

Fax: 617-898-1012
www.miltonps.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 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.

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

Northeastern University
College of Professional Studies

