



PLYMOUTH COUNTY DISTRICT ATTORNEY'S OFFICE VOLUNTEER RECRUITMENT 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

In an effort to protect our children, the District Attorney continues to expand the traditional role of his office to include extensive outreach and prevention programs in collaboration with our local schools and service providers. Since Brockton's Promise's inception in 2003, the **Plymouth County District Attorney's Office** has served with the Mayor's Office as its lead Champions in the City of Brockton. The Volunteer Recruitment Fellow will create a volunteer recruitment strategy to address the volunteer needs of each Brockton's Promise Team (Caring Adult, Healthy Start, Opportunities to Help Others, Effective Education, Safe Place). The Fellow will also expand an existing service-based program created by the Opportunity to Help Others Team that is offered during the Brockton After Dark summer evening recreational program for teens.

SPECIFIC RESPONSIBILITIES

- Work with each Promise Team to conduct an assessment of their volunteer needs and create a thorough report outlining the number and type of volunteers needed to complete each project
- Facilitate brainstorming sessions with each Promise Team to determine the best audience for recruitment
- Create marketing materials and conduct a series of pilots to determine successful recruitment methods
- Work specifically with the Opportunity to Help Others Promise Team to expand the Brockton After Dark program, Champions of Change
- Travel at least once/month to Fellowship meetings, retreats, and training

QUALIFICATIONS

- Excellent organizational and communication skills
- Experience with website development and programming
- The ability to work independently
- An interest in and commitment to national and community service
- A self-starter
- Personable and outgoing
- The ability to work with diverse constituencies

Massachusetts Promise Fellowship

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

- Flexible and a good sense of humor
- Ability to see the big picture
- Strong analytical and problem solving skills
- Professional and mature
- US Citizen, 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:

Edward Jacobs MSW
Plymouth County District Attorney's Office
32 Belmont Street
Brockton, MA 02301

Phone: 508-509-5321

Email: edward.jacobs@state.ma.us

www.mass.gov/da/plymouth

MORE INFO

- Interviews will take place in 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.

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