



THE DISCOVERY MUSEUMS PUBLIC PROGRAMS 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 Discovery Museums (TDM) mission is to inspire enduring curiosity and love of learning through interactive discovery, hands-on inquiry, and scientific investigation. TDM's interactive exhibits and programs foster curiosity and encourage children of all ages and abilities to learn through play, exploration, and investigation. Programs enrich and extend the museum experience. They provide opportunities for valuable in-depth explorations, bring outside experts and performers to TDM's audience, and encourage valuable one-on-one interactions. TDM's new strategic plan, adopted in 2010, identified a key goal: increase the number of public program offerings to serve more people, and increase visitation and membership. To support this goal, the Public Programs Fellow will work with our education staff to present and coordinate hands-on programs and will also research, develop, and pilot new programs. The Fellow will network with corporations, community organizations, and local high schools to cultivate new volunteer-led public programs. The Fellow will have ownership of this project as they research and implement new program and volunteer opportunities, and help build a valuable infrastructure that supports public programming for The Discovery Museums audience.

SPECIFIC RESPONSIBILITIES

- Lead expansion initiative by facilitating and coordinating public programs for Museum visitors
- Facilitate an average of three programs from existing repertoire each week
- Plan at least three new programs, choosing themes that build on personal interest or expertise
- Help create and implement program evaluation
- Expand the team of high school volunteers and work with them to implement and facilitate programs
- Conduct outreach to local community organizations to explore program opportunities that would benefit both organizations
- Create a database, resources, and systems that will support an ongoing sustainable volunteer program
- Travel at least once/month for Fellowship meetings, retreats, and training

QUALIFICATIONS

- Excellent organizational and communication skills

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

- The ability to work independently
- An interest in and commitment to national and community service
- Experience working with youth
- 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

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:

Denise LeBlanc

The Discovery Museums

177 Main Street

Acton, MA 01720

Phone: 978-264-4200 X 20

Fax: 978-264-0210

Email: dleblanc@discoverymuseums.org Website: www.discoverymuseums.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

