



Highland Street AmeriCorps Ambassadors of Mentoring Program

Chica Project's Highland Street AmeriCorps Ambassador of Mentoring (AOM)

About AmeriCorps:

[AmeriCorps](#) is a national community service program that gives people an opportunity to apply their skills and ideals towards helping others and meeting critical needs in the community. The [Highland Street AmeriCorps Ambassadors of Mentoring](#) is an AmeriCorps Program where members serve in mentoring programs across Massachusetts.

Organizational Description:

Mass Mentoring Partnership (MMP) is fueling the movement to expand empowering youth-adult relationships across Massachusetts. MMP serves hundreds of program partners statewide supporting thousands of youth in quality relationships. We work with mentoring programs and youth development organizations to assess programmatic needs and organizational capacity to provide customized strategies that strengthen youth, families, and communities.

Host Site Description:

Chica Project's mission is to close the opportunity divide for young Latinas and women of color by empowering them with the skills, confidence, and network necessary to thrive personally and professionally. Our objectives include providing a safe community for participants to leverage the power of their differences to build cultural pride and identity as well as confidence, self-esteem and self-love, decreasing high school absenteeism while improving college enrollment and graduation rates, and increasing the employment rate and quality of jobs for the Latino community via our participants; and reducing rates of teenage and unwanted pregnancy.

Our program provides culturally responsive leadership development and mentoring opportunities between students and community leaders. We currently run programming in 3 different schools, Cathedral High School in Boston, Lawrence High School, and KIPP Academy Lynn Collegiate High School in Lynn. As well as flagship program, CMB program that meets every third Sunday of the month. Through CP's intensive curricula, we discuss topics ranging from self-identity, self-efficacy, cultural-identity, professional development, as well as health and well-being. Our goal is to inspire our girls and enable them to be authors of their own story while enhancing their social, emotional and intellectual acumen, meet and engage with inspirational role models, visit local colleges, become mentors to their younger counterparts, and increase their self-advocacy skills.

Project Description:

Chica Project's Highland Street AmeriCorps Ambassador of Mentoring (AOM) will take the lead on screening and reaching out to our pool of prospective mentors, but he/she will also work with our Executive Director (ED) in identifying and recruiting new mentors. A majority of our recruitment efforts are conducted by word of mouth, social media, and from supporters that have attended past events. The AOM would support us by streamlining the recruitment efforts and building a system to



ensure a proper level of engagement and retention of volunteers. The AOM will be expected to present at community events, corporate events, and strategically leverage our database to recruit mentors. Additionally, the AOM will be serving in a leadership capacity. The AOM will be integrated into the larger culture of the organization by working with program staff, participants and volunteers. They will report, be supervised and supported by the ED.

Additionally, the AOM will be given a training manual and receive ongoing training; support from the ED on navigating and understanding our systems and program; as well as trainings sponsored and led by the Lenny Zakim Fund (LZF). As a recipient of LZF grants over the last three years, we have access to trainings, workshops, and seminars catered to the needs of non-profit organizations, and our AOM will have the flexibility to attend these trainings to leverage the knowledge, tools and resources provided. The AOM's orientation will consist of the following methods: reading our training materials, evaluation reports, and assessments. There will be many opportunities for the AOM to develop his/her leadership development by participating in community trainings, panels, webinars, and attend external meetings and workshops. The AOM will work in a supportive mentoring environment while learning how to manage volunteers, creating and executing events, developing projects, and networking with professional women throughout the state.

Program Summary:

Twenty-Five AmeriCorps Ambassadors will complete a year of service from August 2018-June 2019. These members will be placed at one host site organization to build the capacity of youth mentoring programs and organizations in the areas of match support; marketing and mentor recruitment; mentor/mentee/parent training; and program development, evaluation and start up.

All Highland Street AmeriCorps Ambassadors of Mentoring will work on volunteer mentor recruitment efforts in their host organization as well as work with other Corps members to complete a statewide community service project that benefits the field of mentoring in Massachusetts. AmeriCorps Ambassadors will be supervised by their host organization and the Mass Mentoring Partnership AmeriCorps Program Manager.

Basic Requirements:

- Passion for working with diverse youth and families
- Strong critical thinking and problem solving skills
- Flexible schedule/Ability to work occasional evenings/weekends
- Motivation and aptitude for networking and outreach
- Committed to actively recruiting, selecting, on-boarding and managing mentors
- Ability to plan, execute and document site-based group activities and off-site field trips
- Flexibility, patience, and a good sense of humor!

Additional Skills:

- Experience/skill in effective group behavior management preferred
- Proficiency with Microsoft Word applications

AmeriCorps Service Requirements:



- You must be a U.S. citizen, national, or legal permanent resident alien of the U.S. to be an AmeriCorps member
- Complete a minimum of 1700 hours of documented service to complete host site project
- Complete all required AmeriCorps documentation and monthly reporting
- Complete as a team one community service project to benefit the field of mentoring
- Maintain a service portfolio
- Commute to all corps-wide trainings and events to cultivate future non-profit leaders. (Reimbursements available for qualifying members)
 - Responsibilities include attending pre-orientation session, orientation, monthly corps meetings, a fall and mid-year retreat and two Program Day service planning sessions – Meetings located in Greater Boston
- Effectively manage time, projects, and meet competing demands
- Complete all professional development requirements as part of member contract

General Program Qualifications

- BA/BS strongly preferred or equivalent experience
- Experience with and/or commitment to youth development
- A passion for volunteerism and community service
- The desire to work with diverse people, organizations and communities
- Strong writing and editing skills
- Some experience with marketing – material design, blogging and social media preferred
- Public speaking
- Interest in nonprofit organizations and their development
- Excellent organization and communication skills
- The ability to work independently and as part of a team
- Proven leadership and project management abilities
- Flexibility, adaptability, and a good sense of humor
- Positive attitude

Position Benefits:

- A \$5920 educational award upon completion of service
- \$A Bi-weekly stipend
- Graduate certificate in Youth Development from Boston University
- Additional transportation reimbursement for qualifying members
- 250+ hours of professional training and networking opportunities in the mentoring field and the nonprofit sector
- Free health care coverage
- Loan deferment and interest accrual payment for qualifying loans upon completion of service
- A nation-wide Alumni network
- A built-in network of AmeriCorps members and colleagues - with the potential to make lifelong friends!



To Apply:

If you are interested in applying please submit on our online portal [here](#). More information about the program can be found on our webpage at www.massmentors.org/ambassadors including our full list of current open positions. **Note that 1 application is required PER each organization if you are applying to more than one.**

All applications require a resume that outlines how your skills and experience meet the qualifications of the Ambassador of Mentoring position and a cover letter stating how you heard about this opportunity and why you are interested in serving as an Ambassador, either in Word / PDF format and a list of 2 references.

We are interested in recruiting AmeriCorps members who call Massachusetts home. MMP is committed to building a culturally diverse staff and strongly encourages applications from persons with a disability, males, and minority candidates. Note: Positions are contingent upon continued CNCS grant funding.

For more information or questions:

Contact, Thomas McGee, Program Manager, tmcgee@massmentors.org

*Mass Mentoring Partnership and its site partners are equal opportunity employers.
Mass Mentoring Partnership makes reasonable accommodations for individuals with disabilities for
interview as well as service term.*

All positions acceptances are contingent upon a successful background check.