



Highland Street AmeriCorps Ambassadors of Mentoring Program

Girls Incorporated of Lynn

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:

Girls Incorporated of Lynn is a nonprofit organization dedicated to inspiring all girls to **be Strong, Smart, and Bold®**. For seventy-five years, Girls Incorporated of Lynn has responded to the changing needs of girls and their families by providing essential resources and challenging programs to disadvantaged, low-income girls. Since its founding in 1942, Girls Inc. of Lynn has been widely recognized and respected for the powerful and positive impact it has had on generations of girls and women. Our programs are delivered in a safe and supportive girl-focused environment where all girls can be themselves and are empowered to achieve their personal best.

Project Description:

The Ambassador of Mentoring will oversee the middle school group mentoring program for girls in grades six through eight. Responsibilities will include mentor recruitment, orientation and training, providing daily match support as well as improving current match support systems, acquiring and maintaining program supplies, planning and carrying out mentoring events and assisting the program with becoming a partner level affiliate of Mass Mentoring Partnership. The purpose of the middle school group mentoring program is to improve girls' attitude towards school, to improve the social competencies and to provide the mentees with support.

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 statewide community service projects that benefit 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 at least one collaborative community service projects 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 mid-year retreat and two week-long community 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



- \$588 pre-taxed bi-weekly stipend per month
- 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 non-profit sector
- Free health care coverage
- Childcare vouchers
- 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.

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