

# Parks, Recreation & Beaches Office Fellowship Position Open



## **Massachusetts Promise Fellowship**

NB Parks, Recreation Beaches Office awarded Mass.  
Promise Fellowship

In March of 2013, the Parks, Recreation & Beaches Office was awarded a Massachusetts Promise Fellow to serve as the leader of the “Let’s Move Beyond the Bell” out of school time initiative operated by their office. This fellowship is an AmeriCorps sponsored position that earns a stipend, is eligible for health insurance, can enroll at Northeastern with **free** tuition, and will begin service in August of 2013. They are currently in the process of recruiting an energetic, passionate individual to serve in the fellowship for one year. The fellow would be responsible for working with middle school

and high school age youth, engaging them in out-of-school time endeavors across the city.

### **Service Description**

The City of New Bedford Parks Recreation & Beaches office is dedicated to planning, implementing, and supervising recreational, educational and cultural activities designed to enhance and improve the quality of life for all city residents. In February 2012 Parks Recreation & Beaches opened a brand new community center named the Andrea McCoy Recreation Center which focuses on out-of-school time programming for city youth and hosts other recreation activities for city residents. The Andrea McCoy Recreation Center will host the Fellow who will facilitate Let's Move Beyond the Bell, an out-of-school time curriculum to increase educational attainment and increase awareness about exercise and nutrition amongst a cohort of at-risk youth. The Fellow project will consist of two programs designed to increase educational attainment for youth and provide them with the opportunity to provide healthy lifestyle choices, including Let's Move Beyond the Bell and the development of a Youth Advisory Council.

### **Essential Responsibilities**

- Recruit youth to enroll in the Let's Move Beyond the Bell program
- Develop a Scope and Sequence of indoor and outdoor activities
- Facilitate the Let's Move Beyond the Bell program at the recreation center and outdoor locations
- Establish systems of communication with program participants' families and school staff
- Recruit volunteers and community leaders to participate in Let's Move Beyond the Bell as speakers and tutors
- Plan special events to engage the broader community and program participant families
- Record evaluation data on all program participants and participate in mid-year and end-year data analysis

- Participate in bi-weekly youth program training and activities
- Participate in weekly youth program staff meetings
- Assist in developing Youth Advisory Council member responsibilities and sit in on selection committee for council members
- Assist in marketing for Youth Advisory Council positions
- Participate in training council members and executing council meetings
- Travel at least once/month to Fellowship meetings, retreats, and training throughout the Commonwealth

## **Qualifications**

- Excellent organizational and communication skills
- The ability to work independently
- An interest in and commitment to national and community service
- Experience working with youth ages 12-16
- The desire to work with diverse constituencies
- Flexibility and a sense of humor
- Ability to see the big picture without losing sight of the details
- Strong critical thinking and problem solving skills
- Professional and mature
- Ability to work some nights and weekends
- Must be willing to comply with a criminal background check and FBI fingerprint check
- 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 24th, 2013 preferably electronically to:

Ross Moran

City of New Bedford Parks Recreation & Beaches

181 Hillman St., Bld. 3

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Phone: 508-961-3015

Email: [ross.moran@newbedford-ma.gov](mailto:ross.moran@newbedford-ma.gov)

### **More Info**

- Interviews will take place during April and May of 2013
- Hiring decisions will be made on or before June 14th, 2013
- Program start date is August 2013
- Visit [www.masspromisefellows.org](http://www.masspromisefellows.org) for detailed program information

If you believe you know someone that might be interested in the fellowship please have them contact our office by emailing to [ross.moran@newbedford-ma.gov](mailto:ross.moran@newbedford-ma.gov) or by calling the office at (508) 961-3015.