



JOIN THE COMMONWEALTH CORPS!

2014-2015 Commonwealth Corps Service Position Description

The mission of the Commonwealth Corps is to engage Massachusetts residents of all ages and backgrounds in service to strengthen communities, address unmet community needs, and increase volunteerism. **WE WANT YOU** to sign up for a year of service to give back while gaining skills and experience!

Commonwealth Corps members will serve 10.5 months in a stipended full-time or half-time capacity at one of our 16 host site partners in the focus areas of Economic Opportunity/Workforce Development, Education, or Youth Development. What they have in common is a desire to put their talents and ideas to use in the service of their communities and the Commonwealth. Although members connect across the Massachusetts as part of a statewide Corps, each host site has different roles and goals for its members. (See below for individual host site details.)

Each host site agency manages its own member recruitment and selection. This process is ongoing, and **interested applicants should contact the appropriate agencies ASAP to apply.** A general sense of the responsibilities, qualifications, and benefits is described below, but the specific roles and responsibilities for each position/agency are available at http://www.mass-service.org/resources/funding_opportunities/commonwealth_corps_funding



Term of Service

- Position Start Date: August 14, 2014; Position End Date: June 27, 2015
- Service commitment will average 37-40 hours per week (full-time) or 18-20 hours per week (half-time), with details and schedules varying by site.

Accepted members will be required to undergo a criminal and sexual offender background check.

Member Benefits

- **Stipend** of \$ 434.78 (full-time) or \$217.39 (half-time) every other week while actively in service, up to \$10,000 (full-time) or \$5,000 (half-time), minus taxes and withholdings;
- **Health insurance** (full-time members only, individual coverage only);
- **Completion award** of up to \$2,000 (full-time) or \$1,000 (half-time) upon successful completion of service, minus taxes and withholdings;
- **Training** and other professional development opportunities;
- Limited reimbursement for travel to Corps-wide MSA-sponsored activities;
- **Limited travel reimbursement** from their host site for certain service-related travel away from their usual service location, according to that agency's policies;
- The opportunity for at least 10 (full-time) or 5 (part-time) days of planned absences (may include holidays);
- **Opportunity to join with others with a common sense of purpose as part of the Commonwealth Corps;**
- Any other benefits specified by the host site.

Please note that receipt of these stipends/benefits may impact an individual's eligibility for certain public benefits.



COMMONWEALTH CORPS MEMBERS

General Responsibilities

- Complete a minimum of 1,500 hours (full-time; ~38-40 hours per week) or 750 hours (half-time; ~18-20 hours per week) of service, serving from August 14, 2014, through June 27, 2015.
- Attend all required Commonwealth Corps trainings and service events held by MSA and your host site, including a new member orientation on August 14 & 15, 2014.
- Participate in a minimum of 1 hour (full-time members) or 30 minutes (half-time members) of MSA-related activities each week (in person or virtually).
- Complete the host-site-specific responsibilities detailed in their individual position descriptions.



General Qualifications

- Massachusetts residency and legal authorization to work in the United States
- 18 years of age or older
- Experience with or interest in volunteerism and community engagement
- Ability to balance service commitment with other family/work/school/community commitments in a sustainable way
- Host-site-specific qualifications detailed in their individual position descriptions.

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 ••**Host site partners will recruit and select persons in all positions to ensure a diverse and inclusive climate without regard to race, religion, sex, sexual orientation, age, veteran status, color, political affiliation, creed, national origin, marital status, or any other status as protected by federal, state, and local laws. Host site partners welcome applications from individuals with disabilities and will make reasonable accommodations for interviews and for service upon request.**
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2014-2015 Host Site Partners and Position Summaries

Please contact the individual organization ASAP if you are interested in applying for a position with their agency. (For a summary of each program position, visit http://www.mass-service.org/resources/funding_opportunities/commonwealth_corps_funding)

Economic Opportunity/Workforce Development

- o Lutheran Community Services, Inc. (full-time; West Springfield or Worcester)
- o More Than Words (full-time; Boston or Waltham)
- o New England Business Associates, Inc. (half-time; Springfield)

Education

- o 826 Boston (full-time; Boston)
- o African Community Education Program, Inc. (full-time; Worcester)
- o Boys & Girls Club of Greater Lowell (full-time; Lowell)
- o Boys & Girls Clubs of Middlesex County (full-time; Everett)
- o Buzzards Bay Coalition (full-time; New Bedford and surrounding areas)
- o City of Cambridge- Agenda for Children OST Initiative (full-time; Cambridge)
- o Housing Families, Inc. (half-time; Malden)
- o Northfield Mount Hermon School Upward Bound (full-time; Greenfield/Turners Falls/Holyoke/Springfield)
- o Raising a Reader Massachusetts (full-time; Brockton, Springfield, Greater Boston, or Merrimack Valley)
- o School on Wheels of Massachusetts (half-time; Brockton/Stoughton)
- o Veritas Preparatory Charter School (full-time; Springfield)

Youth Development/Youth Violence Prevention

- o Camp Fire USA Eastern Massachusetts Council (half-time; Weymouth)
- o Family Services of the Merrimack Valley (full-time; Lawrence)