



Job Posting: Middle School Enrichment Coordinator Boston Scores

About Boston Scores

Boston Scores is a 501(c)(3) non-profit organization that provides free after school programs for Boston Public School students in grades K-12. Our program combines soccer with classroom-based poetry, service learning and financial literacy.

Boston Scores promotes leadership, teamwork, commitment and positive self-expression among urban young people. We currently serve 1,600 students annually on 56 school-based soccer & academic teams across the City of Boston, plus high school and summer programs. Learn more at www.bostonscores.org

Position Summary

The Middle School Enrichment Coordinator facilitates delivery of our One Hen social entrepreneurship curriculum to 360 6th-8th grade students at 12 Boston Public Schools during an 8-week fall season and 10-week spring season. The MS enrichment coordinator also plays a supporting role for our Summer Learning Academies and supporting our online learning platform for the One Hen curriculum

One Hen is a curriculum that helps youth develop skills to succeed in school and life through compelling programming that uses stories, inter-active media and hands-on learning to inspire them to four values: financial responsibility, personal initiative, global awareness and philanthropy.

This position reports to the Program Director and is a full-time positions with generous benefits.

Core Responsibilities:

- ❖ Provide training, classroom support and materials to educators to ensure high quality, consistent program delivery
- ❖ Conduct periodic site visits at 12 Boston Public schools to steward educator relationship and ensure quality of program delivery
- ❖ Coordinate program assessment and impact tracking and use data to identify and implement program improvements
- ❖ Continually update training and resource materials to be used in a variety of settings (in-person, online, train-the-trainer, etc.)
- ❖ Help to prepare educators and students to participate in culminating special events to showcase their projects
- ❖ Support on-going curriculum review and modifications to support the needs of partners and ensure that curricular products are aligned with broader educational trends
- ❖ Identify and create opportunities for funding partners to become engaged with our One Hen students, educators and curriculum
- ❖ Provide photos and other content updates for newsletters and other organizational communication collateral



Professional Qualifications:

- ❖ Bachelor's Degree required
- ❖ At least 1 year of full-time professional experience in a non-profit, social service or educational setting
- ❖ Experience in a classroom setting or positive youth development in an urban environment preferred
- ❖ Excellent interpersonal, written, oral and computer skills
- ❖ Strong time management and organizational skills
- ❖ Strong understanding of entrepreneurship

Do These Personal Characteristics Describe You?

- ❖ Unwavering commitment to urban education and making a difference
- ❖ Sensitivity to the needs of a diverse group of at-risk youth and the educators that work with them
- ❖ A persuasive and passionate communicator
- ❖ Ability to coordinate multiple projects, program sites and deadlines at once
- ❖ Eager to use learn and utilize simple technology tools (such as project management software) to organize your time and activities
- ❖ Calm, action-oriented, entrepreneurial and adaptable

Office Culture, Hours & Compensation:

- ❖ This is a full-time position with benefits
- ❖ 100% employer-funded Health (Harvard Pilgrim), Dental & Vision Insurance
- ❖ 100% employer-funded Short-Term & Long-Term Disability Insurance & Life Insurance policy
- ❖ 401K plan with 4% employer match (eligible after 12 months of employment)
- ❖ 4-weeks of Paid Time Off in the first year of employment, with increasing accrual thereafter
- ❖ Our office is located in the Brewery building in Jamaica Plain, five minutes walk from Stony Brook MBTA station on the Orange Line.
- ❖ Brewery Building has café, gym and adjacent parks and running/biking trails.

To Apply

Please email a paragraph on your relevant experience and a resume to Ive Mendoza, Program Director [ivelisse@bostonscores.org]

Boston Scores is committed to recruiting and maintaining a diverse staff; individuals from all backgrounds are encouraged to apply.

Boston Scores does not discriminate on the basis of race, color, ethnicity, religion gender, sexual orientation, national origin, disability, age, marital status, veteran status, pregnancy, parenthood, or any other basis prohibited by applicable law.