Overview

The Foundation for MetroWest seeks an energetic and passionate individual to educate and mentor local high school students participating in our Youth in Philanthropy (YIP) program.

A unique experiential learning program, YIP provides participants the knowledge to become engaged and informed civic leaders in our community by learning the importance of philanthropy and the needs that exist in our backyard. YIP also helps local youth develop valuable 21st century skills, including critical thinking, financial literacy, public speaking, consensus-building, and case-making. Each YIP group, comprised of 20 high school students, works together to evaluate grant applications and distribute funds to worthy youth-serving nonprofits in our communities.

The goals of YIP are:

- To give students the skills that they need to be successful and active civic leaders
- To guide youth in identifying their philanthropic interests and goals through exposure to philanthropy, nonprofit organizations, and fundraising
- To improve our communities by granting funds to local organizations dedicated to improving the lives of youth
- To build a culture of philanthropy among our communities’ youth that will be carried through to the next generation

The Foundation currently has a YIP Instructor position available for our fall program in Sudbury.

A training program with regular check-ins and ongoing support is required of all instructors.

This is a part-time, contract position. A stipend of $1,525 will be provided following program completion.

Responsibilities

- Educate students using the Foundation’s philanthropy, leadership and grant making curriculum as a guide
- Guide students in the promotion of community leadership and giving by providing a deep understanding of how individual and group actions and grant making impact the community
- Provide a safe, inclusive, and engaging learning environment that supports student learning, leadership, and growth
- Develop and maintain positive relationships with YIP participants and serve as a professional role model and mentor
- Motivate students to plan and implement a fundraising project that supports the YIP group’s grant making
- Accompany and support students during site visits to local nonprofit organizations
Communicate regularly with students and Foundation staff
Complete administrative duties, including attendance tracking, updating class information on YIP’s online platform, collecting student paperwork, etc.

Commitment of ~ 4 hours/week for 17 weeks

Qualifications

- Interest and experience in working with and mentoring youth and teens
- Experience and comfort with classroom management
- Comfortable providing instruction/guidance and engaging youth through online learning platforms like email and Zoom*
- Passionate about community development and service learning
- Ability to demonstrate a theoretical foundation in the principals and practices of philanthropy, leadership, and the nonprofit sector
- Personal connection to philanthropy (volunteer, board member, staff member, etc.) preferred
- Strong interpersonal skills
- Creative, professional, flexible, and excellent sense of humor
- Experience working with a diverse range of individuals and accepting of different perspectives and cultures
- Ability to build a climate of inclusivity
- Knowledge of MetroWest community a plus
- CORI and Driving Record checks required

To Apply

Please submit your résumé and cover letter to:

Julie Williams, Program Officer
yip@foundationformetrowest.org
Phone: 508-647-2260

* Foundation for MetroWest is closely monitoring the progression of COVID-19. While we hope to hold our Youth in Philanthropy meetings in-person in the fall, we are preparing for virtual learning and programming, if necessary. We ask that all who consider applying feel comfortable instructing both online and in a classroom setting. We also ask for your patience and flexibility as we finalize program plans and model. Full training, specific to the final program model, will be provided to all Youth in Philanthropy instructors.

Foundation for MetroWest is an equal opportunity employer.