



Spring Academic Mentor (Cambridge & Boston)

Breakthrough Greater Boston (BTGB) is a successful college access and teacher training program. BTGB offers six years of academic enrichment and college preparation to middle school and high school students with high potential but limited opportunities. Simultaneously, BTGB recruits, trains, and inspires a diverse cohort of high achieving college students to become the next generation of urban teachers. Using a Students Teaching Students model, BTGB provides engaging, tuition-free academic programming during the summer and after school. Our students gain the skills and motivation to succeed in rigorous high school courses and, ultimately, in college. Meanwhile, our teachers gain hands-on experience, research-based training, and coaching from professional educators.

Over the past six years, 97% of our graduating students have matriculated to four-year colleges, and 82% of them have persisted through their undergraduate years. On average, more than 75% of our graduating teachers have gone on to pursue careers in education. After two decades of success at our original Cambridge campus, BTGB embarked upon a significant program expansion and opened a second campus in Dorchester in the summer of 2013.

SUMMARY

As part of our school year program, Breakthrough Greater Boston operates an academic mentoring program for its middle school and high school students. Academic Mentors (AMs) support students who need additional assistance with classwork and homework throughout the school year while providing mentorship to students by offering guidance around non-cognitive skills such as study skills, organization, and self-advocacy. Academic mentoring sessions will consist of tutoring in core academic subjects identified by Breakthrough staff as well as coaching around effective study habits and strategies. At each campus, AMs report directly to the Academic Mentor Coordinator and Director of Student Services.

RESPONSIBILITIES

- Scheduling and committing to weekly academic mentoring session with assigned student; sessions generally occur weekdays in the afternoons/early evenings or on weekends
- Communicating any concerns to your supervisors
- Completing weekly academic mentoring log to maintain communication with your supervisors and record both student progress and student concerns

QUALIFICATIONS

- Resourceful, creative, and energetic
- Flexible schedule to accommodate students' needs
- Ability to take initiative
- Good academic standing
- Willingness to serve as a role model to students and share academic and professional expertise with students

LOGISTICS

The two Breakthrough Greater Boston campuses are located at the Cambridge Rindge and Latin School and TechBoston Academy in Dorchester (both accessible by public transportation). AMs will meet students either on site or at a designated local library. AMs must commit to at least one 60-minute academic mentoring session per week for an entire semester (October-December or February-May). Additionally, AMs must attend one three-hour training session. Academic mentoring schedules will follow the Boston Public Schools and Cambridge Public Schools calendars and honor all holidays and vacation days.

COMPENSATION

The Academic Mentor is a volunteer position.

BENEFITS

- Development of mentoring and coaching skills
- Satisfaction of guiding students through classwork and homework and celebrating their successes with them at the end of the semester
- Mentoring students and passing along experiential knowledge of high school, college, and professional careers
- Building meaningful relationships with students and fostering their growth as people and academics

APPLICATION PROCESS

For high school and college students, please email a copy of your school transcript (unofficial copies are acceptable) and Sections I-IV of the Academic Mentor Application (attached) to jobs@btgbmail.org with the subject line "Academic Mentor – Boston" or "Academic Mentor – Cambridge."

For professionals, please email your resume, cover letter, and Sections I-III of the Academic Mentor Application (attached) to jobs@btgbmail.org with the subject line "Academic Mentor – Boston" or "Academic Mentor – Cambridge."

For more information, please visit www.breakthroughgreaterboston.org.

Candidates for employment and employees are considered without regard to race, religion, color, sex, sexual orientation, national origin, disability, citizenship, military status, gender identity, genetic disposition or carrier status, marital status, or any other characteristic protected by federal, state, or local law.

Thank you for your interest in Breakthrough Greater Boston!

Academic Mentor Application

For high school and college student applicants, please complete Sections I-IV of this form and, along with a copy of your school transcript (unofficial copies are acceptable), email to jobs@btgbmail.org

For professional applicants, please complete Sections I-III of this form and, along with your resume and cover letter, email to jobs@btgbmail.org

Please check the box that applies:

- I am interested in applying to the Boston campus at TechBoston Academy
- I am interested in applying to the Cambridge campus at the Cambridge Rindge and Latin School

I. Personal Information

First Name	Middle Name	Last Name
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Mailing Address	City, State, Zip
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Home or Dorm Phone Number	Cell Phone Number
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Email Address (please PRINT clearly!)

School	Year	Major
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Breakthrough Experience (if any)

Ethnic Background	Language(s) Spoken (besides English)
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Gender

How did you hear about this opportunity?

II. Position Preferences

Please check all that apply:

- I would like to apply to be a **MIDDLE SCHOOL** Academic Mentor
- I would like to apply to be a **HIGH SCHOOL** Academic Mentor

Please specify in which subject(s) you would be comfortable tutoring and, if possible, suggest subject level(s) (e.g., middle school math, high school biology, AP English):

Please write in all your available times:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

III. References (for applicants new to BTGB)

Please provide us with the name, email address, and phone number of two people who know you well. These could be former employers, teachers, professors, coaches, or club/activity leaders. These should not be friends or family members.

Reference #1 Name: _____
Relationship: _____
Phone: _____ Email: _____

Reference #2 Name: _____
Relationship: _____
Phone: _____ Email: _____

IV. Experience

Please attach a resume or list any work or volunteer experience that would be relevant to your work at BTGB.

Position #1: _____ Time Frame: _____

Position Description:

Position #2: _____ Time Frame: _____

Position Description:

