



826 Boston Writers' Room Fellow

826 Boston, an award-winning nonprofit youth writing center located in Roxbury, MA, seeks a creative and organized team member with a passion for working with youth to support programming at its satellite Writers' Room site at the Jeremiah E. Burke High School in Dorchester.

826 Boston is a nonprofit youth writing and publishing organization that empowers traditionally underserved students ages 6-18 to find their voices, tell their stories, and gain communication skills to succeed in school and in life. Our high-impact programs are based on the understanding that great leaps in learning can occur with one-on-one attention, and that writing skills are fundamental to future success.

826 Boston is part of a national network of youth writing centers, founded by the award-winning author Dave Eggers. In 2013, the 826 network garnered the prestigious American Literary Prize awarded by the Library of Congress. Since opening in 2007, 826 Boston has delivered its free youth writing and tutoring programs to more than 20,000 students. 826 Boston's youth writers have published their work in *The New York Times*, *The Boston Globe*, and in numerous award-winning 826 Boston books, including *A Place for Me in the World*, which was hailed as a "triumph of middle school education" by *The Boston Globe*. 826 Boston is an equal opportunity employer committed to being a multicultural organization.

Candidates from diverse backgrounds are encouraged to apply. For more information, please visit <http://www.826boston.org>.

This is a part-time contracted position, starting January 29, 2018 through April 26, 2018. The Writers' Room is open Monday-Thursday, 8:30 AM to 4:00 PM. 826 Boston is currently hiring two Fellows to work two to four days per week to support its Writers' Room at the Jeremiah E. Burke High School.

826 Boston is searching for a candidate who possesses the following:

- At least one year of experience teaching or tutoring in writing to students grades 9-12 in an urban setting
- Strong written and verbal communication skills
- Ability to adapt to various working and management styles
- Seeks to embody 826 Boston's values around diversity, equity, and inclusion
- Enthusiastic belief in the mission of 826 Boston

Candidates may also have experience in the following areas:

- Ability to use Adobe InDesign, Photoshop, and Illustrator
- Journalism, creative writing, and/or book publishing
- Proficiency in Spanish or Cape Verdean Creole.



Primary Responsibilities:

- Support in-school and after-school programming at the 826 Boston Writers' Room
- Provide direct service to high school students seeking support with writing assignments during daily in-center class visits, student drop-ins, writing workshops, and publication projects
- Assist with data collection, including tracking student visits
- Support the upkeep and beautification of the center
- Provide administrative support to Writers' Room after-school projects, including a school-wide literary magazine, slam poetry team, and journalism club
- Communicate project progress to staff supervisor and seek counsel when help is needed to execute on goals
- Support Writers' Room volunteers; co-lead debrief sessions
- Help coordinate Writers' Room publishing projects and book release parties

Stipend: Up to \$2,500

Commitment: The suggested schedule is two days per week for a total of 16 hours. Schedule arrangement is negotiable and can be discussed with 826 Boston staff.

Application Instructions: Please submit resume and cover letter to nakia@826boston.org, with the subject line "Writers' Room Fellow." The deadline to apply is Friday, Dec 1, 2017.