

NATIONAL AFTERSCHOOL MATTERS PRACTITIONER FELLOWSHIP

Unique Leadership and Learning Opportunity for Youth Program Leaders

We are delighted to invite youth program leaders to apply for the Afterschool Matters Practitioner Fellowship program. The NYC Fellows will join a growing national network of afterschool program leaders, including practitioners from Minneapolis, Philadelphia, Pittsburgh, San Francisco and Seattle.

This competitive, year-long Fellowship program was developed by The National Institute on Out-of-School Time (NIOST) at the Wellesley College Centers for Women and the National Writing Project (NWP), with generous funding support from The Robert Bowne Foundation. In NYC, this program is led by the Department of Youth and Community Development, in partnership with the NYC Writing Project at Lehman College.



Those selected for this competitive Fellowship will:

- ✓ Learn strategies to engage in program reflection and inquiry to improve programs and practice
- ✓ Engage in leadership activities to disseminate program improvement strategies, including sharing inquiry projects with colleagues, funders, and other key stakeholders
- ✓ Write a youth-focused inquiry paper

IN THEIR OWN WORDS | NYC Fellow Quotes

The Fellowship is a valuable opportunity to do three things that rarely occur on their own during the course of a busy program year including: **Connecting with peers who share a common belief in OST and approach their work in different boroughs and with unique methodologies; time to reflect and research your practice with learning applied to your job in real time; and an opportunity to gain new skills in research, data analysis, and writing that increase the effectiveness of my service to students.**

The ASM Fellowship has connected me with many amazing after school workers. It has been great to network with practitioners and engage in dialogue about the field and our work. **My action research has helped me identify what about my work I want to think more deeply about and how I can affect change from within my own organization.**

The time spent with much respected colleagues and Fellows has grounded the work that I do. I am more conscientious in what I do and **my commitment to youth overall has increased.**



FELLOWSHIP ACTIVITIES AND EXPECTATIONS

The Fellowship requires a one year commitment. Meetings occur twice per month over the course of the academic year and significant time is needed for research, reflection and writing. This involves the same amount of time as a graduate level course.

During the ASMPF program, **Fellows receive significant support** to foster their professional development, collaboration, writing, and leadership development. Support for Fellows includes:

- **Fellowship learning meetings;**
- **Individual support** to assist with research and writing;
- **Writing Retreat** to provide an opportunity for reflection, collaboration, and writing;
- Opportunity to present work at a **Research Roundtable** at the end of the Fellowship;
- **Stipend:** Participants who successfully complete the Fellowship are eligible for a \$500 stipend.

Program Calendar – see attached schedule

- **October 2014 to January 2015:** Fellows are required to attend twice monthly 3.5 hour Fellowship learning meetings at the NYC DYCD and complete reading, research, and writing projects as assigned. Meetings will take place from 9:30 AM-12:30 PM on Fridays.
- **February 2015 to May 2015:** Fellows are required to attend monthly meetings at NYC DYCD; writing group meetings; and complete writing projects as assigned.
- **May 2015:** Fellows are required to participate in a spring writing retreat and complete rough drafts of research articles.
- **April 2015:** Fellows present research findings to funders, colleagues and academia.
- **October 2015:** Fellows participate in a formal Round Table Presentation to the broader community and may be eligible to submit papers for publication.

ELIGIBILITY REQUIREMENTS AND SELECTION PROCESS

ASM Practitioner Fellows are selected through a competitive application process. The NYC selection committee is comprised of staff from NIOST, NYC DYCD, and the NYC Writing Project. Nationally, in collaboration with NIOST, each city selects less than twenty Fellows each year based on a number of factors including:

- **Experience and Education:** Fellows should possess a minimum of three years of experience in education, youth development, and/or the OST field. Fellows must be working part-time or full-time in a youth program. A bachelor's degree is required.
- **Application Materials:** Complete, thoughtful, and well written application materials will be considered. Letters of support and other supplemental materials (e.g., writing samples) will also be carefully reviewed during the selection process.
- **Fit:** The selection committee will consider applicant availability, job responsibilities, and other information, such as areas of expertise, interests, and writing skills, to determine fit.

APPLICATION INSTRUCTIONS

To apply complete the Fellowship application and submit along with your résumé or CV to the following two email addresses: nioست@wellesley.edu and capacityBuilding@dycd.nyc.gov. Please include **NYC ASMPF** in the email subject line. **Applications must be received by SEPTEMBER 15th.**

ADDITIONAL INFORMATION

For more information, visit: <http://www.nioست.org/Practitioner-Fellowship/practitioner-fellowship-overview> or contact: Elizabeth Meister, (781) 283-2607 or emeister@wellesley.edu. If you have specific questions in regards to the NYC Fellowship contact: CapacityBuilding@dycd.nyc.gov.



NATIONAL AFTERSCHOOL MATTERS PRACTITIONER FELLOWSHIP NYC APPLICATION INSTRUCTIONS AND FORM

Thank you for your interest in the Afterschool Matters Practitioner Fellowship in NYC. Fellows will be selected through a competitive application process. To participate in the Fellowship this year you must be a mid-career level (3 years+) Out-of-School Time Practitioner who works with middle school or older youth. This initiative is generously funded by the Pinkerton Foundation and the Bowne Foundation.

(1) APPLICATION INSTRUCTIONS

To be considered for this Fellowship, applications must include the following:

- **Completed Application Form.** To access a new application form click on the link at <http://www.niost.org/Practitioner-Fellowship/practitioner-fellowship-overview>.
- **Additional Application Materials.** The following materials must be emailed to niost@wellesley.edu
 - ⇒ Résumé
 - ⇒ Signed Fellow Memorandum of Understanding, see Section 5 of this application
 - ⇒ Signed Employer Memorandum of Understanding

(2) CONTACT AND OTHER INFORMATION

Last Name: _____ First Name: _____ State: _____ Zip: _____
 Address: _____ City: _____
 Work Telephone: _____ Cell number: _____ E-mail: _____

Because we want to build as diverse a community as possible, we would like to have the following information. Please note these questions are optional:

Date of Birth: / /

Gender: Male Female Other

What is your primary language?

What other language(s) do you speak?

What is your race/ethnicity? (check all that apply)

- African American/Black
- Asian or Pacific Islander
- Caucasian or White
- Hispanic or Latino
- Native American or Alaskan Indian
- Other

What is the highest level of education you have completed?

- Bachelor's degree Major:
 Master's degree Field of Study:
 Doctorate Field of Study:

Are you the first generation to attend college in your family?

- Yes

Please briefly describe any professional development experiences or training you have completed over the past two years.

(3) EXPERIENCE

Current Employer:

Current Job Title or Position:

Type of organization:

- nonprofit (youth development or education)
 nonprofit (other – e.g., arts, STEM)
 government
 private

I work in a

- public school setting
 private school setting
 community-based setting
 faith-based setting
 public agency setting
 other (please describe)

I hold a management or administrative position. My job entails (check all that apply)

- Supervising staff Managing several afterschool program sites other (describe)

I am a practitioner/educator, and work directly with (check all that apply)

- high school aged youth middle school aged youth other (describe)

I work in another capacity in a school/afterschool program (describe or explain)

How long have you been at your current position? years months

How long have you been working in the field of education/youth work/afterschool work?
 years months

Are you also employed elsewhere? No Yes
If yes, who is your other employer(s) and what do you do?

NOTE: This Fellowship is middle school and/or older youth specific. All of the final projects produced will have a middle school and/or older youth focus.

(4) INTERESTS AND GOALS

Please respond to the questions below in less than two pages.

1. How would you describe the youth that you currently serve?
 2. In what ways do these youth's knowledge, experience and identities inform your practice?
 3. Why you would like to participate in the National Afterschool Matters Practitioner Fellowship that focuses on middle school and/or older youth?
 4. Describe where you see yourself in five years. What is your vision for your own professional growth and development in your work with youth?
 5. What kinds of experiences and/or knowledge do you think you would bring to the Fellowship?
 6. How do you think your participation and reflection will benefit and inform your own site or practice?
 7. If applicable, please describe any research/inquiry you have done regarding your work with or on behalf of children and youth.
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(5) APPLICANT MEMORANDUM OF UNDERSTANDING

I understand that if I am accepted as a Fellow that I will have the following responsibilities:

- I will attend an orientation to the fellowship on October 3rdth from 10-11:30 a.m.
- I attend Fellowship meetings on a consistent basis;
- I will spend significant time reading/researching and writing in the periods between sessions;
- I may be asked to meet with other NASM Fellows in between sessions;
- I will make the time to reflect on and write about my own practice and program;
- I will attend a two-day writing retreat in Spring 2015;
- I will produce a final inquiry project and present my work in a public roundtable in the Fall of 2015;
- I will contribute to ongoing efforts to expand and sustain the NASM Initiative by sharing updates on my work, positions held, or other activities related to building the OST field; and
- As a Fellow, I would represent the NASM Initiative and, as such, would do my best to promote the Initiative where possible, contribute to efforts to share effective practices in the OST field, and assist with local NASM events and activities when possible.

I give the National Institute on Out-of-School Time (NIOST), Wellesley Centers for Women, National Writing Project, the New York City Writing Project and the New York City Department of Youth and Community Development permission to use my image, likeness, name and other identifying information in print and electronic collateral, including audio and video presentations developed for use at their discretion unless specified below. I will notify NIOST of any papers, presentations or interviews of my work offered, created or printed as a result of or during the Fellowships, and will acknowledge the sponsors on all project-related publications as "The Robert Bowne Foundation, The Pinkerton Foundation and National Institute on Out-of-School Time," i.e., This project was supported in part by The Robert Bowne Foundation, The Pinkerton Foundation and the National Institute on Out-of-School Time.

Signed

Date

Practitioners who successfully complete the Fellowship, are eligible for a \$500 stipend

Please submit this application, along with the attached **AGENCY** Memorandum of Understanding (MOU) which is to be signed by your immediate supervisor. You should include your résumé or CV as well as a letter of support from your agency with this application. **Applications must be received by September 15th.**

**National Institute on Out-of-School Time
National Afterschool Matters Practitioner Fellowship Program
Wellesley Centers for Women
Wellesley College, 106 Central Street
Wellesley, MA 02481
niost@wellesley.edu
fax: 781-283-3657**

For questions or more information on the Practitioner Fellowship in general, contact: Elizabeth Meister at emeister@wellesley.edu or 781-283-2607.

Proposed 2014-15 NYC Fellowship Dates

| | | |
|-------------------|---|--------------------|
| October 3, 2014 | Orientation | <i>(tentative)</i> |
| October 24, 2014 | First Meeting | |
| November 7, 2014 | | |
| November 21, 2014 | | |
| December 5, 2014 | | |
| December 19, 2014 | | |
| January 9, 2015 | | |
| January 23, 2015 | | |
| February 6, 2015 | Afterschool Matters Practitioner Fellowship 2014-2015 program. | |

Afterschool Matters Practitioner Fellowship 2014-2015 program.

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| March 13, 2015 | |
| April 17 or 24, 2015 | Semi-Public Event |
| May 8/9 or 15/16 | Writing Retreat |
| May 29, 2015 | |
| June 12, 2015 | |