

To apply for a GPE Fellow position: Submit an updated resume and cover letter to gsasprofessionaldevelopment@yale.edu with the subject header “[Name of Fellow position]” by Sunday, July. 14 at 11:59 p.m.

Community Outreach and Education Fellow - Office of New Haven Affairs - Yale Pathways

Mentor: Maria Parente, Rick Crouse, Associate Director of Public School Partnerships; Yale Pathways Manager, Office of New Haven Affairs - Yale Pathways

Fellow Title: Community Outreach and Education Fellow

Organization Name:

Office of New Haven Affairs - Yale Pathways

Organization Website:

onha.yale.edu; [instagram.com/yalepathwaystoscience](https://www.instagram.com/yalepathwaystoscience)

Organization Description:

The Office of New Haven Affairs serves as a portal between Yale and the New Haven community. One of the focal points of the office is to continue to develop and strengthen its ongoing partnership with New Haven's public school students, teachers and families. Additionally, the office provides assistance to the Yale community (faculty, staff, and students) to develop and implement new programs that positively impact these local students. Each year the Yale Pathways to Science and Yale Pathways to Arts & Humanities platforms support over 200 events and programs for local students and families. These programs bring local middle and high school students to campus for a variety of events emphasizing hands-on learning and designed to increase student interest in STEM and Arts and Humanities fields through interactions with the Yale community.

GPE Fellow Responsibilities:

The Office of New Haven Affairs is looking for energetic, detail-oriented students interested in providing support for Yale’s coordinated, pre-college outreach initiatives, Pathways to Science and Pathways to Arts & Humanities. The GPE Fellows will provide support for existing programs and events at Yale for local New Haven students. Depending on interest/experience and area of study, the Community Education and Outreach Fellow will also work on one or more of the following:

- Researching and developing new programming in STEM and/or Arts & Humanities.
- Planning and developing dashboards in our Salesforce student and attendance tracking database.
- Researching and developing plans to improve and open new marketing channels with New Haven students and families.

- Social Media support.

Desired GPE Fellow Qualifications:

Ideal candidates will have: Excellent organizational and interpersonal skills; attention to detail; proficiency with Microsoft, Google, and Adobe suites; experience or interest in education and working with K-12 teachers and students; problem solving and creativity; a good sense of humor; and, ability to work in a team and independently. We are looking for candidates who can join us for the full year.

GPE Fellow Learning Objectives:

Community Outreach and Education Fellows will be part of a small but mighty and highly skilled team of professionals working to bring together the New Haven and Yale communities. Skills developed during this fellowship would be directly applicable to work in not for profits, particularly those that focus on education, youth development, assessment and community engagement. Skills include event planning and management, program development and evaluation. As part of this work, fellows will organically develop connections directly with stakeholders across the university including special collections, libraries, museums, Poorvu. They will also develop connections with local students, families, educators, and with local community organizations.

Number of Available Positions:

2