

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 December 8 at 11:59 p.m.

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

Mentor: Angel Martinez Acevedo; Erin McCarthy King, Program Manager, Pathways to Science; Program Manager, Pathways to Arts & Humanities, Office of New Haven Affairs/Yale Pathways

Fellow Title: Community Outreach and Education Fellow—Office of New Haven Affairs/Yale Pathways

Organization Name: Office of New Haven Affairs/Yale Pathways

Organization Website: onha.yale.edu/pathways-science; onha.yale.edu/pathways-arts-humanities

Organization Description:

The Office of New Haven Affairs serves as a bridge 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. Our office provides assistance to the Yale community, including faculty, staff, and students, to develop and implement programs that positively impact local New Haven 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 that emphasize hands-on learning and are 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 an energetic and detail-oriented student who is interested in supporting community outreach and youth programs. The Community Outreach and Education Fellow will work closely (at least 6hrs/wk) with the Program Managers of the Yale Pathways to Science and Yale Pathways to Arts & Humanities programs. The Fellow will provide support for existing programs and events at Yale for local public high school students. Depending on experience and area of study, the Fellow will work on one or more of the following projects:

- Researching and developing new programming in STEM and/or Arts & Humanities.
- Developing and refining dashboards in our Salesforce student and attendance tracking database.
- Supporting the logistical and programmatic preparation for the intensive, free-of-charge Pathways Summer Scholars Programs which bring 200 local public high school students to campus each July. This may include: program marketing, workshop/instructor recruitment, application and admissions support, material development, etc.

Desired GPE Fellow Qualifications:

Excellent organizational and interpersonal skills; attention to detail; proficiency with Microsoft and/or Google Suites; experience or interest in education and working with K-12 students; problem solving and creativity; a good sense of humor; flexibility about evolving responsibilities, and, ability to work in a team and independently.

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 with Yale faculty, staff, and students and interact with local families, students and educators.

Number of Available Positions: 1