

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 July 7, 2023.

Community Outreach and Education Fellow at [Office of New Haven Affairs](#)

Graduate Professional Experience Host Office 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 180 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.

Host Mentor

Maria Parente
Manager, Yale Pathways
Maria.parente@yale.edu

Graduate Professional Experience 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.
- Resarching and developing plans to improve and open new marketing channels with New Haven students and families.

Graduate Professional Experience Learning Objectives and Opportunities 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.

Desired 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.

Duration of position

Fall 2023 semester – open to extension to Spring 2024