

Yale University President's Public Service Fellowship

Proposal for Fellowship Placement • Summer 2017

- Organization: **LEAP**
 - Full street address of organization: **Leadership, Education, Athletics in Partnership, Inc.**
 - Website: **www.leapforkids.org**
 - Name and title of the Direct Supervisor (*please note: the Direct Supervisor must be available to supervise Fellow on a daily basis*): **Julissa Collado, AmeriCorps Director**
 - Phone number and e-mail address of Direct Supervisor: **(203) 773-0770, jcollado@leapforkids.org**
 - Placement dates (*8-11 weeks between Tuesday, May 30 and Friday, August 11, 2017*): **June 5th – August 11th**
 - Are placement dates flexible? If so, please describe: **No**
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 - Hours of the program (*placements should be equivalent to full-time*): **8:00a – 4:00p (flexibility is required as there are some overnight trips required)**
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Placement Description

- Organization description (*Mission statement, population served. 150 words or less.*):

For 24 years, LEAP has worked with children, teenagers, and young adults in New Haven, Connecticut in some of the poorest inner city neighborhoods in America. As the largest youth agency in our city, we provide academic supports, social enrichment, and leadership development, but we do so in a unique way. We give older students (ages 16-24) the training, education, and resources they need to work as counselors and Leaders-in-Training to our younger students (ages 7-15) who are from five of the lowest income neighborhoods in New Haven. In doing so, we go beyond impacting individual lives through education and employment. We build a community with power and purpose.

Mission: LEAP empowers young people to be leaders who create a nurturing community for children in need. We believe that families in all neighborhoods deserve access to learning opportunities that inspire a broad world view and encourage young people to embrace their limitless potential.

- Please write a 1-2 sentence summary of the work that the Fellow would be conducting

The Fellow helping LEAP will work as part of the Children's Program team and be responsible for coordinating the expansion of LEAP's Peabody Outdoor Corps program by working closely with the Yale Peabody Museum and LEAP staff to plan, schedule and successfully execute daytrips and camping trips for 200 children.

- Please write a complete description of the specific project you propose and list the duties/outcomes expected of the Fellow. (*Suggested length: one to two pages.*)

LEAP's summer program serves over 600 children and youth in New Haven. Last summer the program partnered up with the Yale Peabody Museum and was able to incorporate an enriching outdoor curriculum for 40 of LEAP's participants. The children learned about the outdoors and were able to implement their newfound knowledge to carry out exciting excursions in the parks of the City of New Haven. The children were also introduced to creative ways of interacting with their surroundings by learning to identify different types of common insects, animals, plants and trees they come across in their daily lives. They took this information and applied it during an overnight camping trip at a local campground.

This program was a huge success and will be expanding to 200 children in the summer of 2017. We need a highly motivated, hardworking individual who will join our team to develop an outline that can streamline the Outdoor Corps Program to the groups of children included in the expansion, schedule daytrips and oversee camping trips associated with the program.

The Fellow should have the ability to:

- Design, implement and manage a schedule for the effective implementation of the expansion of the Outdoor Corps program
 - Effectively communicate with all necessary individuals to create a fluid summer schedule.
 - Gather feedback from participants and report out weekly on the successes and challenges of the program.
 - Establish work priorities and remain flexible.
 - Attend camping trips to ensure counselors and staff are adequately executing the Outdoor Corps camping outline.
 - Troubleshoot on-site crises involving children, and create strategies to meet the needs of the program.
 - Work successfully as part of a team and communicate any issues in a timely manner so they may be addressed appropriately.
 - Take an active role in regular staff meetings, debriefings, trainings, and planning sessions.
 - Takes on additional responsibilities as required.
 - Bring high energy and a positive attitude every day
- Specific skills/experience required for the project (*Please list*):
- Knowledge of computer software applications including Microsoft Word, Excel and PowerPoint.
 - Passion for environmental sciences
 - Management experience with children and youth preferred
 - Experience with youth leadership development, community service, and/or tutoring preferred.
 - Commitment to working with others to inspire positive social change through education, service, and community development,
 - Excellent verbal and written communication skills; organizational abilities to handle multiple tasks; computer proficiency
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- **Ability to think strategically about planning trips and planning back-up trips in case of weather issues**
- **Ability to produce clearly written and effectively communicated marketing materials**
- **Strong understanding of scheduling techniques and the ability to troubleshoot conflicts quickly**
- **Ability to function and thrive in a highly collaborative environment**
- **Ability to manage time effectively and independently**
- **Demonstrates tact and discretion in preparing, disclosing and handling information**
- **Ability to communicate in Spanish is a plus**
 - Additional requirements (e.g. a car or weekend working hours). If a car is required, please include information regarding parking arrangements and mileage reimbursement):
- **Valid Driver's License; some weekend/overnight hours required (with ample notice)**
 - Briefly describe the work that Yale PPSF Fellows have done with your agency in the past and present. If you have not worked with Yale Fellows, please describe any work that Yale students have done with your agency.

The people in our current administration do not recall having a Yale PPSF Fellow. However, during the 24 years that LEAP has been operating, we have had numerous Yale affiliated people work with us in a variety of capacities. LEAP has always benefited partnerships with Yale students, facilitated by our close proximity to the Yale campus.
