



AmeriCorps



**MASSACHUSETTS
SERVICE ALLIANCE**

MEMBER POSITION DESCRIPTION, 2025-2026 SCHOOL YEAR

AMERICORPS MEMBER POSITION TITLE	Teacher Resident
PROGRAM	Framingham Teacher Residency (FTR) AmeriCorps Program
SITE LOCATION	<p>Program Location: Framingham State University 100 State Street Framingham, MA 01701</p> <p>Service Site Location: Framingham Public Schools</p>
PURPOSE	<p>The mission of FTR is to prepare multilingual and diverse aspiring teachers to use culturally responsive teaching to inspire students, empower learning, and support high-quality bilingual education in the Framingham Public Schools.</p> <p>FTR AmeriCorps members will be paired with selected mentor teachers to plan and teach lessons and mini-lessons, facilitate small-group classroom activities and large-group discussions, assist students individually, grade and comment on individual student work, carry out classroom administrative duties, and communicate with students' families. Each FTR AmeriCorps member in grades 5-12 will gradually take on full responsibility for teaching 75%-80% of their mentor's classes by the end of their residency and will earn Massachusetts Initial teacher licensure in specific subject areas such as Math, Science, History, English, or World Languages for grades 5-12, in accordance with DESE requirements, with training and supervision from FSU faculty. Members earning Early Childhood, Elementary, or Special Needs licensure will follow the takeover</p>

	schedules established by FSU and will earn Massachusetts Initial teacher licensure in their area.
DESCRIPTION OF DUTIES	<p>Essential duties:</p> <ul style="list-style-type: none"> • Collaborate with a mentor teacher in grades K-2, 3-5, 6-8, or 9-12 • Plan and teach mini-lessons and lessons using culturally responsive teaching techniques • Facilitate small-group classroom activities with students in grades K-2, 3-5, 6-8, or 9-12 • Facilitate large-group discussions with students in grades K-2, 3-5, 6-8, or 9-12 • Assist individual students in their academic assignments during classes • Grade and comment on individual student work, with guidance from the mentor teacher • Assist mentor teacher with administrative duties such as taking attendance, keeping records, and monitoring student behavior • Assist mentor teacher in communicating with students' families via telephone, email, and in person • This position involves recurring access to school-age youth, as defined in 45 CFR §2510.20. • Enroll in courses at Framingham State University that lead to Massachusetts Initial teacher licensure <p>Position description does not include prohibited activities and follows the requirements related to supplementation, duplication or displacement of staff.</p>
QUALIFICATIONS	<ul style="list-style-type: none"> • Essential qualifications: <ol style="list-style-type: none"> 1. Associate's degree or completion of 90 college-level credit hours or equivalent 3. Proficiency in English 4. Status as a citizen, national, or lawful permanent resident alien of the United States 5. Ability to satisfy the National Service Criminal History Check eligibility criteria pursuant to 45 CFR 2540.202 • Preferred qualifications: <ol style="list-style-type: none"> 1. Bachelor's degree with content-area preparation in a core subject (Math, Science, History, English, World Languages) 2. Proficiency in Portuguese or Spanish

TERM OF SERVICE	<p>Tentatively August 20, 2025 – June 30, 2026</p> <p>Full-time AmeriCorps service year</p> <p>180 school days</p>
TIME / MEMBER TRAINING REQUIREMENTS	<ul style="list-style-type: none"> • August 20 through December 20, Monday through Friday, Elementary school hours 8:50 a.m. – 3:50 p.m.; Middle school hours 7:55 a.m. – 2:55 p.m.; High school hours 7:15 a.m. – 2:15 p.m. except when early dismissal or late arrival has been agreed with the FTR Director for FSU course attendance • January 2 – June 30 (final date subject to change due to snow days), Monday through Friday, Elementary school hours 8:50 a.m. – 3:50 p.m.; Middle school hours 7:55 a.m. – 2:55 p.m.; High school hours 7:15 a.m. – 2:15 p.m. except when early dismissal or late arrival has been agreed with the FTR Director for FSU course attendance • Massachusetts AmeriCorps Opening Day in November in Boston and MLK Day of Service in January (specific dates TBD) • Members will not spend more than 20% of service hours on training. Training will be tracked under “Training” in member timesheets to ensure that members do not exceed 20%. The program coordinator will review monthly the hours on training to help ensure hours do not go above this threshold. In addition to hours in FSU classes, members may count up to 1 hour per day spent on FSU homework as “Training,” including on weekends and during school vacation weeks. • Members are allowed to count up to 2 hours of planning or grading time per day at school or other locations outside of their assigned school as “Service.” This may include up to 2 hours per day on weekends and during school vacation weeks. • Members will count 30 minutes (0.5 hours) for lunch per school day. Lunch is not calculated into members’ overall hours.
ORIENTATION AND TRAINING	<ul style="list-style-type: none"> • Tentative Dates: Orientation August 20-22, 7:55 a.m.-2:55 p.m., to include introduction to Framingham community resources and Framingham Public Schools, culturally responsive teaching, AmeriCorps prohibited and unallowable activities • FSU weekly courses in Sheltered English Immersion, Subject Area Methods, Special Needs and Technology, and subject area courses if required for licensure and if not already completed by the FTR AmeriCorps member • FSU Practicum Seminar course, January 21 - May 16: Wednesdays 4:30-6:20 p.m. or as determined by Practicum professor • FSU summer courses in Human Development and subject matter knowledge, if not already completed by the FTR AmeriCorps member, June-July 2026

BENEFITS	<ul style="list-style-type: none"> • Improving academic engagement of bilingual youth and making a difference in the Framingham community • Earning Massachusetts teaching licensure • Framingham Public Schools hiring preference after the service year • Tuition and fees for FSU Education courses required for teaching licensure are included as a covered benefit for the duration of the 2025-26 program year • Segal AmeriCorps Education Award being offered for successful completion of the term of service = \$7,395 • Living allowance = at least \$25,000 for the 2025-26 program year, paid biweekly • Individual healthcare coverage offered via FSU student healthcare plan • Childcare reimbursement, if the member qualifies • Student loan forbearance and interest payments, if the member qualifies • Public Service Loan Forgiveness Program: https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service
EVALUATION AND REPORTING	<ul style="list-style-type: none"> • Completion of required number of hours at mid-term and end-of-term evaluations • Rating of “Needs Improvement” or higher on DESE Gateway assessment in October/November • Rating of “Proficient” in Quality on DESE CAP evaluation Formative Assessment rubric in March • Rating of “Proficient” in Quality on DESE CAP evaluation Summative Assessment rubric in May
STATEMENT OF NON-DISCRIMINATION	<p>This program is available to all, without regard to race, color, national origin, gender, age, religion, sexual orientation, disability, gender identity or expression/sex, political affiliation, marital or parental status, genetic information or military service, and submission of a complaint.</p>
ACCOMMODATIONS	<p>Reasonable accommodation will be provided as needed for applications, interviews, and service.</p>

<p>NO PROHIBITED ACTIVITIES</p>	<p>§ 2520.65 What activities are prohibited in AmeriCorps subtitle C programs?</p> <p>(a) While charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or the Corporation, staff and members may not engage in the following activities:</p> <p>(1) Attempting to influence legislation;</p> <p>(2) Organizing or engaging in protests, petitions, boycotts, or strikes;</p> <p>(3) Assisting, promoting, or deterring union organizing;</p> <p>(4) Impairing existing contracts for services or collective bargaining agreements;</p> <p>(5) Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;</p> <p>(6) Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;</p> <p>(7) Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;</p> <p>(8) Providing a direct benefit to—</p> <p>(i) A business organized for profit;</p> <p>(ii) A labor union;</p> <p>(iii) A partisan political organization;</p> <p>(iv) A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986</p> <p>(v) An organization engaged in the religious activities described in paragraph (g) of this section, unless Corporation assistance is not used to support those religious activities; and</p> <p>Conducting a voter registration drive or using Corporation funds to conduct a voter registration drive;</p>
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	<p>(10) Providing abortion services or referrals for receipt of such services; and</p> <p>(11) Such other activities as the Corporation may prohibit.</p> <p>(b) Individuals may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non-Corporation funds. Individuals should not wear the AmeriCorps logo while doing so.</p>
SAFETY HAZARDS	<p><i>In accordance the Framingham School Committee's Safety Program:</i></p> <p>Members are not anticipated to encounter safety hazards at service site.-Accidents are undesirable, unplanned occurrences that can result in tragic consequences--bodily harm, loss of school time, property damage, legal action, and even fatality. The service site will guard against such occurrences by taking every possible precaution to protect the safety of all members and others present on school property or at school-sponsored events.</p> <p>The service site will comply with safety requirements established by governmental authorities and will insist that its staff adhere to recommended safety practices as these pertain, for example, to the school campus, special areas of instruction, student transportation, school sports and occupational safety.</p>
SUPERVISOR NAME AND CONTACT INFORMATION	<p>Kelly Matthews, Director, Framingham Teacher Residency AmeriCorps Program and Professor, Framingham State University</p> <p>kmatthews@framingham.edu</p> <p>508-626-4815</p>