

Daniel Murphy Scholarship Fund
Job Description – Affinity Group Leader

Organization Overview:

The Daniel Murphy Scholarship Fund (DMSF) is Chicago's largest high school scholarship organization serving high potential students from limited resourced communities. DMSF provides financial and programmatic support to Scholars to attend and excel at top tier high schools in the Chicago area and at boarding schools around the country.

Program Description:

The Affinity Group Program provides a community of support to help Scholars achieve academic success, develop leadership skills, and grow in confidence so that they are successful in high school, college, and beyond. Affinity Groups are generally made up of 12-17 Scholars in grades 9 through 12. Traditionally, groups are led by a DMSF alum, but individuals with a shared background and similar educational and program experiences may be considered.

Goals of the Affinity Group Program include:

- Creating a sense of community and belonging among members of the group
- Providing a space for dialogue and support to help Scholars achieve academic success
- Developing leadership ability and an understanding of its importance
- Building a sense of self-worth, possibility, and confidence in Scholars
- Assisting Scholars as they build their social, racial, and cultural identities
- Promoting a sense of belonging and a long term attachment to DMSF

Affinity Groups meet twice monthly on Saturdays from October through May. Affinity Group Leaders (AGLs) also participate in annual training sessions and planning meetings (approximately five per school year).

Position Description:

DMSF seeks to hire an Affinity Group Leader (AGL) to oversee one Affinity Group. The main responsibility of the AGL is to organize and facilitate the twice monthly meetings of Scholars. The AGL will report to the Director of Programs.

Responsibilities include:

- Helping develop and refine curriculum for the Affinity Group Program sessions in accordance with the program's objectives and budget
- Coordinating speakers, outings, workshops, and activities that support the goals of the program, including collaborating with other AGLs
- Leading the Saturday sessions for one Affinity Group, supervising Scholars during group activities, and tracking program attendance

- Developing close trustworthy relationships with Affinity Group members
- Enforcing DMSF policies and procedures and reporting on Scholar development, concerns, growth areas, and achievements
- Maintaining prompt, frequent and direct communication with DMSF staff and Scholars in regards to Scholar related concerns, needs, and requests
- Engaging in approximately five training sessions and planning meetings each school year

Position Requirements:

- Undergraduate degree required
- Excellent supervisory and communication skills
- Experience in education/counseling/psychology or in leading an affinity group, ideally at the high school level
- Experience in youth development or working with youth
- Ability to identify with the challenges facing DMSF Scholars who are members of the Affinity Group
- Knowledge of the Chicago private school system (preferred)
- Intent on staying in the Chicago area for the next three years

Compensation:

- AGLs are paid a monthly stipend over the eight months of programming
- AGLs are provided with a yearly budget allotted to cover activities, field trips, and food expenses for Scholars

To apply, please email your resume and cover letter to Samantha Estacion at samantha@dmsf.org with the subject line: AGL Application.