



College Access Coach Boston, Cambridge

[Breakthrough Greater Boston](#) is a transformative college-access and teacher-training program. Breakthrough offers six years of academic enrichment and college preparation to middle school and high school students with high potential but limited opportunities. In parallel, Breakthrough recruits, trains, and inspires a diverse cohort of high-achieving college students to become the next generation of effective urban teachers. Leveraging a Students Teaching Students model, Breakthrough provides engaging, tuition-free academic programming during the summer and after school. Our students gain the skills and motivation needed to succeed in rigorous high school courses and, ultimately, in college. Our teachers gain hands-on experience, research-based training, and coaching from professional educators.

Over the past eight years, 97% of our graduating students have matriculated to college, and 82% of them have persisted through their undergraduate years to graduation. On average, over 70% of our graduating teachers have gone on to pursue careers in education. Following 20+ years of success in Cambridge, we expanded our reach by bringing Breakthrough's proven model to two new campuses in Boston (2013) and Somerville (2018). Beginning in 2022, our College Success Program extends support to students throughout their college years. Today we serve up to 800 students and 150 teachers annually. As an independent 501(c)(3) nonprofit, Breakthrough Greater Boston is part of a national educational movement called [The Breakthrough Collaborative](#) operating in 25 U.S. cities.

Breakthrough operates with the highest standards of integrity and best practices while remaining innovative and flexible enough to meet the evolving needs of our students, families, and teachers. With a deep commitment to our mission, our team is diverse, high-performing, and dedicated. We continue to build an organizational culture that emphasizes our core values for every member of our community:

- **Spirit:** We cherish and embody the youthful energy and spirit of our students and teachers.
- **Continual Learning:** Everyone in our community has something to learn and something to teach.
- **Team Together:** We all chip in to accomplish whatever is needed for our teammates and the broader organization.
- **Student Centered:** Our students are our first priority and our decisions center around what benefits our students.
- **Equity and Opportunity:** We value diversity of identity, background and thought. We treat everyone with dignity and respect.
- **Excellence in Everything:** We maintain high expectations for ourselves.

SUMMARY

Beginning junior year, Breakthrough Greater Boston works one-on-one with students through each step of the college-access process. We are seeking volunteer College Access Coaches who will be trained to support our 11th and 12th grade students in Boston or Cambridge throughout their college-application process, from April 2025 through March 2026.

RESPONSIBILITIES

- Meet weekly with 1-2 high school students throughout their college-application process
- Assist student(s) with brainstorming and editing college essays
- Assist student(s) with college research, scholarship searches, and applications
- Be available to students by phone and/or email throughout the week
- Work closely with the Director of College Access Programs through check-ins and the completion of an online log following each student meeting
- Participate in three trainings over the course of the year (dates provided during volunteer onboarding)

QUALIFICATIONS

- Strong writing ability
- Excellent interpersonal skills, especially the ability to communicate and collaborate with high school students and their families
- Demonstrated openness to feedback and coaching
- Experience working with diverse youth, preferred

LOGISTICS

The time commitment for a College Access Coach is 1-2 hours per week in person and/or via Zoom/phone. We prefer a one-year commitment (beginning in April) but are open to discussing the possibility of single semesters. Meeting locations must be convenient, accessible public spaces (libraries, coffee shops, etc.), to be mutually determined by the student and their coach. Coaches will be required to attend three group trainings: an on-boarding training, a college target list training, and a college essay training.

COMPENSATION & BENEFITS

College Access Coach is an unpaid position offering volunteers:

- Opportunities to develop coaching and mentoring skills, and gain a deeper understanding of the college access process
- Practical experience working with young people, informed by expert training and support
- Satisfying work guiding students through their college application process and celebrating their successes with them at the end of senior year

APPLICATION PROCESS

To apply, please email your resume and a cover letter detailing your interest in Breakthrough Greater Boston and relevant skills/experience to jobs@btgbmail.org with the subject line "College Access Coach."

For more information, please visit www.breakthroughgreaterboston.org.

Candidates for employment and employees are considered without regard to race, religion, color, sex, sexual orientation, national origin, disability, citizenship, military status, gender identity, genetic disposition or carrier status, marital status, or any other characteristic protected by federal, state, or local law.

Thank you for your interest in Breakthrough Greater Boston!

