



ACLS Leading Edge Fellowship

Position Title:	Program Integration Specialist
Organization:	University Settlement Society of New York
Location:	New York, NY (In person)
Stipend:	\$66,000 in year one, \$70,000 in year two, plus health insurance, \$3,500 per year in professional development funding, and up to \$5,000 for relocation costs
Start Date:	September 2023

ORGANIZATION DESCRIPTION

[University Settlement](#) (USS) is one of New York City's most dynamic social justice institutions, with an impressive legacy as the first settlement house in the nation. For 136+ years, USS has been an anchor in the low-income and immigrant communities where we work, pioneering programs in early childhood care and education, youth development, eviction prevention, literacy, theater and visual arts, senior services, and mental health. Each year, we engage over 40,000 New Yorkers through our network of 30+ sites in Lower Manhattan and Brooklyn. Our mission is to empower residents by building on their strengths and knowledge through provision of a comprehensive set of services that meet the community's current needs, innovative programs that anticipate future needs, and advocacy on behalf of the community and its residents. Core to our mission is our comprehensive spectrum of services for adults over 60, who are the fastest-growing group of New Yorkers, and we have worked hard to integrate services across the agency in response to this opportunity. Older Adults services within USS are organized under the umbrella LEARN (Longevity through Education, Art, Recreation and Nutrition) to make sure our neighbors over the age of 60 have access to programming designed to ensure they are healthy and connected and able to stay in our community by avoiding institutional care as they age.

POSITION DESCRIPTION

USS seeks a Program Integration Specialist to support the delivery of high quality and innovative services to our Older Adults programs with the goals of: promoting a life-long commitment to learning; the ability to live independently; opportunities to stay connected throughout their lives; and the ability to stay healthy in mind and body. The Program Integration Specialist will work in collaboration with all USS LEARN Program Directors and the Older Adults Data and Evaluation Manager. The Program Integration Specialist will be directly supervised by Jennifer Vallone, Associate Executive Director (AED) of Adults, Arts, and Advocacy and mentored by Angelica Bravo, Director of Data, Evaluation, and Learning.

The Program Integration Specialist will become part of a dynamic team and directly improve our service provision through a variety of means. For example, the position will support USS's ability to provide services that are focused, effective, and responsive to community need, through expanding our ability to gather regular community and participant feedback and then design opportunities to incorporate what we learn. In addition, the position will support internal improvements to our participant assessment tools and data collection practices to build an internal culture of using up-to-date data to drive current programming and future offerings. Also, the Program Integration Specialist will work with the AED of Adults, Arts, and Advocacy to develop and facilitate professional development opportunities across all staff positions that work with older adults, to ensure staff are equipped to provide services that are up to date on relevant changes in the field of aging and that meet the needs of our community's elders. The Specialist will also lead special projects, which might include the continued rollout of a project to encourage healthy lifestyles and community building by mapping oral histories from our older adult participants onto interactive online walking tours of our neighborhoods, or the development of data tools completely new to the division,

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including an ROI tool which would help us to demonstrate the impact of our programming and more powerfully advocate for our communities.

The Program Integration Specialist will also have a direct impact on moving staff through a culture shift, internally and externally, that takes us from seeing aging as a deficit to an opportunity and bringing our agency-wide commitment to social justice and the inclusion of all of our neighbors to the day-to-day at the program-level. Additionally, but not finally, the role will promote a shift towards embracing evaluation and data as a method for learning and continuous program improvement. The fellowship tenure is 24 consecutive months, with an expected time commitment of approximately 37.5 hours per week.

Responsibilities and tasks:

- Assist with the evaluation of current programming to measure how it responds to our goals to support healthy aging in our community.
- Work with the Data and Evaluation Manager to analyze data for trends and patterns and utilize evaluation results to collaboratively design new partnerships or programming to fill gaps or strengthen existing programming to align with goals across all LEARN sites.
- Partner with Program Directors to create and execute time-limited special projects across LEARN.
- Support organized professional development for staff to ensure we have the expertise to address ongoing or new issues in the field of aging and support internal culture shift in how we think and talk about older adults.

Qualifications:

- PhD in any field of the humanities or humanistic social sciences. Read more about eligible fields [here](#).
- A commitment to strengths-based community engagement as well as social justice, racial equity, and issues of fairness within underrepresented communities.
- A commitment to support older adults through a lens of opportunity and strength.
- Excellent written and verbal communication skills and an ability to move easily between populations, from diverse community members to high level agency staff and elected officials.
- Planning and organizational skills that support both independent and team work.
- A commitment to high quality project development and project management.
- Creativity, outside-the-box problem-solving skills, and a sense of humor.

Preferred:

- Fluency in a second language, preferably Spanish, Mandarin, Cantonese, or French Creole.

APPLICATIONS

- Information on the Leading Edge Fellowship Program: <https://www.acls.org/Competitions-and-Deadlines/Leading-Edge-Fellowships>.
- All applications must be submitted through the ACLS Online Fellowship Application System (ofa.acls.org).
- Application deadline: 9:00pm EDT, March 15, 2023.

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