



### ***What is a fellowship?***

An I-House Fellowship is a leadership opportunity to eligible residents to serve and support their peers in the I-House community. The expectation is that as a Resident Leader, you will play a key role in carrying out the Mission of International House. As a Leader, you will have the opportunity to plan, develop and implement activities to foster engagement in community and to provide support for resident members across diverse cultures and you are a conduit, liaison and ambassador of I-House, which means you are an integral part of the 10-year strategic plan for Relevance, Visibility and Institutional Stability. This includes incorporating the values of I-House: Respect, Empathy and Moral Courage.

### ***Am I eligible?***

You must reside at I-House for the **2019-2020** academic year and you must be in good standing with the House.

## **Resident Support Services Team**

**RESIDENT FELLOW:** Resident Fellows play a key role in carrying out the Mission of International House. They plan, develop and implement activities to foster engagement in community and to provide support for resident members across diverse cultures. Resident Fellows are appointed to be ambassadors of I-House, which means they are an integral part of the 10-year strategic plan for Relevance, Visibility and Institutional Stability. This includes embodying the values of I-House: Respect, Empathy and Moral Courage in their own behavior and through community programming on the resident floors. In North, resident fellows host events in Dodge Room, Home Room, and the like.

Here are some examples of the resident fellow role:

- *Provide guidance and wisdom during each phases of life at the House – i.e., settling in, engaging in resident life, problem solving and conflict resolution and leaving I-House well.*
- *Facilitate workshops on Interpersonal Integrity and the Code of Conduct.*
- *Arrange at least 9 (monthly) floor events.*
- *Identify resident concerns (examples are interpersonal problems, adjustment issues, cultural difficulties, and health and wellness issues) and assist the Resident Social Worker and Peer Counselor Fellows in addressing such concerns.*
- *Help residents to feel comfortable in seeking support services provided by the Resident Social Worker-Clinician and Peer Counselor Fellows.*
- *Actively participate in reducing the stigma around help seeking across cultures and assisting residence to access any needed services.*
- *Attend monthly meetings with a Peer Counselor Fellow to discuss resident, I-community, and floor-related issues and receive training on developing their own leadership styles.*
- *Assist members of their floor in selecting and attending their quota of I-House Golden Events.*
- *Participate in the Resident Support Services Team Training in August of each year, without exception, and in monthly team meetings.*

### **Peer Counselor Fellowship Snapshot (Four Per Academic Year. One Summer Fellowship.)**

Peer counselor fellows are graduate students or working professionals in the field of mental health who are recommended by their programs, employers or other sponsors who can testify to their skills. Interviews are required. Peer Counselor Fellows actively participate and serve as members of the Resident Support Services (RSS) Team, in collaboration with the Programs & Resident Life Office, the Resident Social Worker-Clinician, other Peer Counselor Fellows, as



# International House

well as with staff in other offices such as Public Safety and Facilities Management. The Peer Counselors provide guidance to the Resident Fellows and are ambassadors of I-House, which means they are an integral part in the 10-year strategic plan for Relevance, Visibility and Institutional Stability. Fellowship activities may include, but are not limited to:

Provide on-call services for:

- *Crisis intervention*
- *Individual supportive counseling*
- *Psychotherapy referrals*
- *Legal and medical referrals*
- *Conflict resolution & mediation*

## MENTAL HEALTH AND OTHER EMERGENCIES

- *Train in and master the response protocol for mental health emergencies.*
- *Provide on-call emergency coverage on all weekends, vacation and holiday breaks. Alternate with other members of the Peer Counselor team.*
- *Triage emergencies and confer with the RSW regarding a therapeutic plan of action.*
- *When a distressed resident is being transported to a preferred hospital designated by I-House as a center of excellence, accompany the resident and remain with them until they are admitted to hospital or discharged home to I-House.*
- *When managing a crisis, assist in activating a resident's support system – e.g., family, friends, or sponsoring organization.*
- *As requested by the RSW, assist with mental health case management.*
- *Assist residents who are not from New York to navigate the City's health and social service systems. Examples are what questions to ask doctors, how to identify a specialist and explaining the rules of confidentiality by which providers must abide.*

## COUNSELING AND OTHER SUPPORT SERVICES

- *Identify resident concerns (examples are interpersonal or adjustment problems, cultural difficulties, and health and wellness issues). Assist the RSW in addressing such concerns.*
- *Actively participate in reducing the stigma around help-seeking across cultures.*
- *Ensure that residents feel comfortable in accessing support services provided by the RSS and elsewhere.*
- *As assigned by the RSW, carry a caseload of 1-3 individuals for supportive counseling.*
- *Attend regularly scheduled individual and group supervision meetings with the RSW.*
- *Assist the RSW in communicating that no individual may be penalized, in any manner, for seeking medical or mental health care.*

## SUPPORT OF I-HOUSE RESIDENT FELLOWS

- *Be available during "Welcome Weeks" to assist RFs in greeting new residents.*
- *Attend all first semester orientation floor events and provide an overview of PC services.*
- *Attend Orientation Night and host an RSS table at the I-House Programs Fairs.*
- *Serve as a coach to a small team of resident fellows (typically 5-6) throughout the term.*
- *Become familiar with the I-House Code of Conduct and Interpersonal Integrity guidelines, and assist RFs in understanding and communicating them to the community-at-large.*
- *Host 10 monthly meetings with an assigned RFT to provide support, as well as to discuss outstanding resident concerns and any matters on the resident floors.*

## SUPPORT OF THE I-HOUSE LEADERSHIP IMMERSION PROGRAM



# International House

- *Develop and implement strategies with the RFT to encourage residents to partake in the life at the House by attending Golden Events aligned with their interests.*
- *Support residents with wellness programming during the academic year in cooperation with the Wellness Fellow.*
- *Act as a liaison between residents and staff as requested by the RSW, especially Public Safety and Facilities. Assist in fostering peace, harmony and a sense of community at the House.*
- *Encourage residents to make their talents known to the Program staff for potential events.*
- *Ensure that residents respect I-House property and treat it as they would their home.*
- *Assist with Interpersonal Integrity workshops in groups of 10-15 residents of the House.*
- *Attend all monthly RSS team meetings hosted by the RSW.*

**KEY DATES:** Peer Counselor Fellows are **required** to participate in the Resident Support Services Team Training in August and are requested to attend key events such as welcome weeks, orientation, and programs fairs.

**AWARD:** The PC Fellowship Award for 2019-2020 is no less than \$2800. Disbursements are made pending completion of monthly reports that document PC accomplishments against contract targets.

## Program Fellow Team

*Program Fellows plan, develop, and implement diverse areas of programming for the I-House community as described below. They also work together as a team with Programs Office staff throughout the year to plan programs that create interaction among resident. Program Fellows plan and coordinate signature I-House events and its vibrant cultural program, and they support resident-initiated activities that aim to build community and bring people together in conjunction with the Programs Office.*

**SUMMER FELLOWS:** (3 Fellowships) Leads the organization and implementation of summer activities (May-August) to welcome new residents and build community including weekly ice cream socials, outings to concerts and cultural events around New York City and weekend trips outside the City.

**GENERAL PROGRAM FELLOWS:** (5 Fellowships) Lead the planning, organizing, and managing of all I-House sponsored programs and large-scale events in tandem with the Programs Office staff. As a Generalist, your primary role is supporting the Film Screening Series, Guest Speaking events, Sunday Suppers, and are the lead for coordinating/executing Ice Cream Socials. Generalists also assist the Specialized Fellows on cultural programs, including: Salon Nights, Cultural Programs, Language Exchange, Fall Fiesta. Generalist Program Fellows must be available for weekly staff meetings in the Programs Office.

**SPORTS & FITNESS FELLOW:** Leads the coordination of the Sports & Fitness programs at I-House including the Fitness Center orientations, recruitment of group activity leaders, and oversees the sports schedule.

**INTERNATIONAL HOUSE TUTORIAL PROGRAM FELLOW:** Plans and implements the International House Tutorial Program, recruits residents in I-House as tutors for local elementary school children, and serves as a liaison with elementary school administrators and families.

**LANGUAGE EXCHANGE FELLOW:** Coordinates a program which offers I-House residents the opportunity to learn or practice a language or to teach other residents their native language in an informal setting at I-House. The Language Exchange Fellow is responsible for recruitment of group leaders and coordination of logistics for each language group. Each year approximately twenty language exchange groups are matched to meet weekly for language practice and instruction.



**NEW YORK CITY PERFORMING ARTS FELLOW:** Responsible for planning and leading trips for groups of I-House residents to diverse performing arts venues in NYC including the Metropolitan Opera, Carnegie Hall, Lincoln Center, and Broadway.

**ROUNDTABLE FELLOW:** Organizes monthly, informal panel presentations and discussions focused on international and intercultural topics. Recent topics have included Living in America, Balancing Work, Relationships and Family and Affirmative Action.

**FALL FIESTA/ALL NATIONS FELLOW:** The general expectation for the Fall Fiesta/All Nations Fellow is that, in collaboration with the Programs & Resident Life, he/she will serve as a member of the Program Fellows team to lead the planning and implementation of resident dance activities and performances that create interaction among resident members from diverse cultures and thereby carry out the Mission of International House.

**CULTURAL FELLOWS:** (2 Fellowships) The general expectation for a Cultural Fellow is to plan and implement cultural programs that represent the history and culture of all residents. (Events organized and executed on a monthly or bi-monthly basis by the Cultural Fellows are Salon Nights and Cultural Hours).

**GREEN FELLOW:** The responsibility of the Green Fellow **2019-2020** is to assist the Director, Facilities & Site Operations and his team on developing and managing selected International House sponsored Green initiative projects that would drive innovation and energy reduction, while supporting International House's strategic institutional goal of industrial and environmental sustainability.

**COMMUNITY ENGAGEMENT FELLOW:** The Programs Office seeks a Resident who are involved with their communities, who value awareness of **community** concerns, and who hope to advocate for positive change through ongoing work with **community** organizations and **community** leaders. The Fellow will visit different schools and help International House build a relationship within the local neighborhoods. **The Resident selected must be comfortable reaching out and speaking to community leaders and Principals in Harlem. Requirement:** a bachelor's degree in education, public relations, public administration, communications, non-profit management, or a related field, from an approved institution.

**DIGITAL MEDIA FELLOW:** The Fellow will assist the Programs and Resident Life Office by cataloging photos and videos from past, present and future events. The Fellow will also work with the office to share photos from events with the Resident population in a timely manner.

**KEY DATES:** Program Fellows are **required** to participate in the Programs Fellow Training in August and are requested to attend key events such as Welcome Weeks, Orientation, and Programs Fairs.

**AWARD:** No less than \$2000. Disbursements are made pending completion of monthly reports that document accomplishments against contract targets and fellowship responsibilities.

Are you interested in applying? [2019-2020 Fellowship Application](#) - The deadline is Friday, March 29<sup>th</sup>, 2019 at 11:59pm!

***If you have any questions, please contact the Programs Office at [programs@ihouse-nyc.org](mailto:programs@ihouse-nyc.org).***