



Commonwealth Corps Service Internship Position Description

THRIVE Communities of Massachusetts
Peer-to-Peer Program
**Commonwealth Corps
Leadership Fellow**



The mission of the Commonwealth Corps service internship program is to engage Massachusetts residents of all ages, backgrounds, and identities in direct service to strengthen communities, address critical needs, and increase volunteerism. Through hands-on experience, Commonwealth Corps members gain professional skills and valuable knowledge while positively impacting diverse communities in our state.

The Massachusetts Service Alliance (MSA) is a private, nonprofit agency that oversees the program and supports host site partners and members to find success throughout the program year. The 2 Commonwealth Corps members with THRIVE Communities will serve 10 months in a full-time capacity. They will join a diverse corps of members across Massachusetts who share a common desire to explore their passions and expand their network in service to their communities and the Commonwealth. The 2026-2027 program year will support 8 unique host sites and 17 CC members with the opportunity to share, support, and collaborate with the group.

THRIVE's mission is to empower communities to welcome and support our neighbors transitioning from incarceration. THRIVE seeks to support adults returning from incarceration and to revolutionize the role community members play in their lives upon reentry. Our goals are to disrupt cycles of incarceration, isolation, and social harm among returning citizens and within impacted communities through evidence-based restorative justice models, community building through education, and constituent leadership development. THRIVE's current programs primarily serve the greater Lowell community. In this Peer-to-Peer project, the Commonwealth Corps member will participate in community outreach about THRIVE and its mission and in volunteer recruitment activities, provide resource and social support to THRIVE members returning to the Lowell community, and work on a capacity-building project that will either advance THRIVE's restorative housing initiative or improve THRIVE's essential resource services.

What You'll Do:

Essential Responsibilities:

- Complete a minimum of 1500 hours of service, serving August 17, 2026 through June 19, 2027.
- Attend a minimum of 6 Commonwealth Corps trainings and events held by MSA, generally 1-2 times per month.
- Participate in a minimum of 30 minutes of MSA-related activities each week. This includes filling out timesheets, completing a bi-monthly reflection or check-in, or other MSA-related tasks or activities.
- Volunteer recruitment: Help engage interested community members in THRIVE's volunteer program
- Resource support: Via individual support, help facilitate access to services and resources that contribute to improved employability—navigating systems for a work permit or a driver's license or access to health, housing, and employment services
- Social support: Provide social support to returning community members in reentry, such as going out for coffee, meeting to talk
- Capacity-building project: Will work, with supervision, to:
 - engage landlord partners in a project to increase restorative housing opportunities for individuals in reentry; or
 - improve resource management systems that help organize and deliver food, toiletries, clothing, etc. to returning community members
- Administration and documentation: Ensure data and progress is captured in a timely manner for Peer-to-Peer support activities and capacity-building projects, through Google Workspace (i.e. Forms, Docs, Sheets) and THRIVE's Case Management Hub if applicable.

Marginal Responsibilities:

- Community outreach: Help plan and participate in THRIVE's community events

- Volunteer training support: As interest and need allow, help implement THRIVE's Community Training, which trains community members in restorative justice practices, to be in supportive, authentic relationships with returning members in reentry.
- Be a part of the greater Commonwealth Corps community, including participating in cross-site learning groups, writing a short profile for the CC newsletter, connecting with other members on our online platforms, and attending optional social/service events.

Who You Are:

You must be:

- A Massachusetts resident ([see guidelines here](#)) with legal authorization to work in the U.S.
- 18 years of age at minimum (member age range is 18 – 70+ years old)
- Excited to give back to your community and interested in developing your skills and gaining new professional experiences
- Committed to 10 months of service and **able to balance service internship commitments with personal commitments in a sustainable way**
- Able to work collaboratively and effectively with diverse groups and individuals
- Able to work independently with guidance
- Flexible, patient, and persistent in the context of a changing and often unpredictable work environment
- Willing to network and nurture authentic relationships with prospective community partners
- Interested in using or learning technology including E-mail, and Google Drive, Docs, Sheets, and Forms
- Willing to work occasional evening and weekends

It would also be great if you:

- Are familiar with courts, agencies, organizations, employers, and/or property managers in Greater Lowell
- Speak a language other than English—multilingual candidates are encouraged to apply to both positions (Spanish, Khmer, and Lao speakers wanted)

What You'll Get:

- **Stipend** of \$1,250 semi-monthly while in service, up to \$26,250, minus taxes and withholdings;
- **Health insurance** (individual coverage only);
- **Member assistance program**, including unlimited, confidential, 24/7, phone counseling services and up to three free, in-person counseling sessions, plus a lot more;
- **Completion award** of up to \$4000 upon successful completion of service, minus taxes and withholdings;
- **Access to THRIVE wraparound services** for individuals impacted by incarceration;
- **Reimbursement for outside training** or professional development opportunities relevant to member's service and goals (Up to \$100; Dependent on pre-approval from MSA)
- **Ongoing training and support from MSA** including **professional development** workshops and opportunities;
- **Limited travel reimbursement from MSA** to Corps-wide MSA-sponsored activities;
- **Limited travel reimbursement from your host site** for certain service-related travel away from your usual service location;
- **Parking pass or reimbursement** local to the THRIVE office for approved service purposes;
- **Internet reimbursement** up to \$50/month if required to complete some service from home;
- **Access to** an organizational phone and office computer or tablet as needed for service responsibilities;
- **Networking and professional development opportunities** through THRIVE team and partners;
- **10 Mental Health/Personal Days** (1 day = 8hrs) counting toward service hours
- The opportunity for at least 10 days of planned absences (may include holidays, does not count towards hours requirement);

Please note that receipt of these stipends/benefits may impact an individual's eligibility for certain public benefits.

Term of Service:

- **Position Start Date:** August 17, 2026
- **Position End Date:** June 19, 2027
- Service commitment 40 hours per week during the following days/times: *M-F, 9:30am-5:30pm. Potential for up to 2 weekend commitments per month, with two weeks' notice provided. This position is in-person with an option to work remotely up to one day a week with advanced notice and approval.*

How to Apply:

- To apply, please send your cover letter and resume to Jeffrey@ThriveMA.org with the subject line "Commonwealth Corps". Include the following:
 - **Cover Letter** answering the following questions:
 1. Why are you passionate about THRIVE's mission?
 2. What in your life experiences have prepared you to be an outstanding THRIVE Peer supporting others transitioning from incarceration?
 3. What connections do you have to and within the Lowell community?
 - **Resume** including the following:
 1. Education including highest grade completed, Degrees earned, and relevant certifications if any
 2. Work experience including jobs held while incarcerated
 3. Any volunteer, advocacy, or activism experience you want to highlight
 4. Skills including a list of any languages you are fluent in, technology you are comfortable with, and any relevant skill you would like THRIVE to know about.
- Early applications are encouraged as applications will be accepted on a rolling basis, with preference given to candidates who apply by May 22nd.
- Questions about this position can be directed to Jeffrey Anthony, THRIVE Director of Restorative Reentry, Jeffrey@ThriveMA.org or (781) 506-5137.
- For questions related to the Commonwealth Corps program contact ccquestions@mass-service.org
*Accepted members will be required to undergo a criminal history check.

Accepted members will be required to undergo a criminal history check. Due to grant funding restrictions, individuals convicted of murder or a sexual offense may not be eligible for this position. That said, if this applies to you, please do not be discouraged; THRIVE would have no difficulty considering your application for future opportunities and we would be happy to know that you are interested in working with us!

THRIVE Communities of Massachusetts will recruit and select persons in all positions to ensure a diverse and inclusive climate without regard to race, ethnicity, religion, sex, gender, sexual orientation, age, veteran status, color, political affiliation, creed, national origin, marital status, or any other status as protected by federal, state, and local laws. THRIVE Communities of Massachusetts welcomes applications from individuals with disabilities and will make reasonable accommodations for interviews and for service upon request.