

Bill de Blasio
Mayor, City of New York

Anusha Venkataraman
NYC Chief Service Officer

2020-2021 NYC Service Fellowship Program Frequently Asked Questions

How do I determine if I am eligible?

Please see “Eligibility” on nyc.gov/ServiceFellowship.

Do I have to be a U.S. citizen to apply?

Applicants **DO NOT** need to be U.S. citizens. However, applicants must be able to demonstrate their eligibility to work in the United States after graduation and for the entire program period. Applicants must meet the criteria set forth by the I-9, “Employment Eligibility Verification,” from the U.S. Citizenship and Immigration Services (USCIS). The NYC Service Fellowship Program does not sponsor work visas.

Can I go to graduate school part-time or at night while serving as a NYC Service Coordinator in the program?

NYC Service Coordinators are expected to commit full-time to the twelve-month program. Due to the intensive nature of the work, Coordinators may only attend graduate school part-time (*e.g.* 1 class) after work hours. If you are already enrolled in a master’s degree program and are accepted into the NYC Service Fellowship Program, you will need to move to a part-time status during the duration of this program or defer. This program is a full-time commitment.

Can I defer my acceptance for one year?

No. Finalists must decide if they will accept the NYC Service Coordinator position for the year or release the spot for a wait listed candidate. If eligible, a candidate can re-apply the following year.

Can I re-apply to the program and use the two essays I already submitted?

Applicants may re-apply if they are still eligible, but must submit a new application and revised application materials.

Is there an age limit to apply to this program?

There is absolutely no age limit to apply to the program. Please see “Eligibility on nyc.gov/ServiceFellowship.”

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When does the NYC Service Fellowship Program begin? How long is the commitment?

The 2020-2020 NYC Service Fellowship will begin in August or September 2020, depending on the position, and the program is a one year (12 month) commitment. Each Coordinator position has a different start date during the period mentioned above.

How much are NYC Service Coordinators in the Program paid?

NYC Service Coordinators in our program receive a taxable stipend of \$54,239 for the twelve-month program. Health insurance (not including vision or dental) is also offered by the City. Some options are free and some have additional costs taken by payroll deductions. NYC Service Coordinators choose the option that works best for them, if they wish to enroll.

Does the City pay the NYC Service Coordinators relocation and/or housing expenses?

The City does not pay for relocation and housing expenses. NYC Service Coordinators are expected to secure their own housing arrangements.

What does the application process entail?

The application opens in May 2020. Each applicant is asked to complete our online form and submit the following:

- Transcript
- Resume
- Two Essays
 - A personal statement not to exceed 750 words.
 - A topic TBD by NYC Service and announced when the application opens.
- Two References (at least one from a current or former supervisor) who must submit a letter of recommendation by the deadline of the application. Applicants may not submit letters on behalf of their references.

Is there an interview process?

Yes, select finalists will be interviewed via phone and potentially asked to visit NYC Service for two additional in person interviews.

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