



Massachusetts  
Immigrant Collaborative

## **Program Director, Immigrant Economic Recovery Initiative (IERI)**

**Salary Range:** \$65,000-\$75,000

**Location:** Boston

**Location Type:** Flexible Hybrid- We offer a hybrid work model that provides flexibility in your daily schedule. However, candidates should be within the Greater Boston area, as there will be occasions that necessitate in-person attendance during evenings and weekends. While we value flexibility, it's imperative for team members to be available for core meetings held between 10 am to 5 pm, Monday through Friday.

**About Us:** The Massachusetts Immigrant Collaborative (The Collaborative) passionately champions immigrant rights, spearheading initiatives to overcome significant community challenges. Originally established as the Boston Immigrant COVID-19 Collaborative (BICC) on April 13, 2020, The Collaborative is a united front combining the strengths of the Rian Immigrant Center, Agencia ALPHA, the Brazilian Worker Center, and 12 other dedicated partner organizations. Boston and surrounding communities benefit from the contributions of its immigrant community, which is a cornerstone of the local workforce. Yet, many of these individuals confront hardships like job loss, restricted access to benefits, and healthcare challenges. Recognizing these hurdles, The Collaborative and its collaborators shifted their focus to offer direct support and vital resources. In just three years, our collective efforts have impacted over 150,000 immigrants.

### **Program Overview:**

In partnership with Mayor Michelle Wu's Office for Immigrant Advancement (MOIA), the Massachusetts Immigrant Collective (The Collaborative) is excited to announce a new initiative to meet the basic needs of immigrant community members who were impacted by the COVID-19 pandemic. For one year, the Immigrant Economic Recovery Initiative (IERI) will support 200 low-income immigrant households in Boston by providing monthly unconditional cash grants of \$600, as well as opportunities to participate in workshops and savings-based incentives to earn an extra \$300 each month. 200 families will be selected randomly by the City after The Collaborative completes outreach so that every family that is eligible has an equal chance of getting into this program. This effort builds off of the city's previous work to remedy the economic inequities that worsened during the COVID-19 pandemic. In 2021, the city of Boston spent \$1 million to support basic needs assistance for households that did not qualify for federal COVID-19 benefits. Through this effort, more



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than a thousand households received a one-time cash payment averaging \$739 per family. In 2022, the Mayor's office allocated an additional \$3 million in American Rescue Plan Act (ARPA) funding to ease the financial difficulties faced by Boston immigrant residents in the wake of the pandemic and its associated impacts. This initiative is the result of that funding allocation.

## **RESPONSIBILITIES**

- Oversee the successful execution and implementation of the IERI program.
- Coordinate with the city's office and The Collaborative for efficient outreach, ensuring all eligible immigrant households are informed about the initiative.
- Supervise a team of four caseworkers.
- Manage the distribution of monthly unconditional cash grants and oversee the workshop and incentive programs.
- Collaborate with relevant stakeholders, partners, and departments to optimize the program's reach and efficiency.
- Monitor and evaluate the initiative's effectiveness and recommend improvements or changes as necessary.
- Ensure the program aligns with the broader goal of addressing economic disparities exacerbated by the COVID-19 pandemic.
- Report periodically to the Mayor's office and The Collaborative leadership about the program's progress, challenges, and outcomes.
- Manage the program's budget, ensuring optimal allocation and use of resources.
- Liaise with community leaders, organizations, and beneficiaries for feedback and program enhancement.
- Lead a team dedicated to the outreach, administration, and assessment of the IERI program.

## **QUALIFICATIONS**

- Bachelor's degree in social work, public administration, or related fields; Master's degree preferred.
- Bilingual in with the ability to read, write, and communicate verbally in both languages required (Spanish, Haitian-Creole, or Portuguese preferred)
- Minimum of 5 years of experience in program management, preferably in immigrant or community support initiatives.



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- Demonstrated ability to develop, monitor, and communicate project implementation timelines, coupled with the adaptability to modify these timeframes when required.
- Possess excellent verbal communication skills and exhibit confidence in leading and guiding teams.
- A proactive approach to understanding and responding to community priorities and needs.
- Openness to engage in public conversations on challenging social policy issues pertinent to this project, including but not limited to poverty, inequality, racism, and xenophobia.
- Willingness to speak on or an eagerness to learn and educate oneself and others about challenging social topics connected to this project.

**Status:** Exempt; Temporary 15-month position. Any possibility for extension would be discussed towards the conclusion of the pilot.

**HOW TO APPLY:** Send a cover letter and resume with: **Program Director, Immigrant Economic Recovery Initiative (IERI)** in the subject line to [career@riancenter.org](mailto:career@riancenter.org).

For more information on the Massachusetts Immigrant Collaborative please visit [www.immigrantrelief.org](http://www.immigrantrelief.org)

**Working at Rian:** The Massachusetts Immigrant Collaborative is currently hosted at the [Rian Immigrant Center](#). Working at Rian / MA Immigrant Collaborative: Our staff of thirty-plus; immigration attorneys, social workers, educators, youth workers and others, bring enthusiasm and a commitment to our mission and the work at the Center. We work as one team. Our generous benefits package includes health benefits, 20 vacation days, 15 holidays, 5 sick days, a 403(b) plan, and occasional off-site community building time together.

We are looking for candidates who can bring their knowledge, either through lived or work experience, to the unique needs of undocumented and DACAmented students, trauma-survivors, and immigrants whose status is at risk.