

# eliminating racism empowering women

# ywca

## Central Massachusetts

Position:	Partnership Manager
Accountability:	Director of Wellness and Health Equity
Hours of Work:	Part-Time 20 Hours per Week
Hourly rate:	\$18.00
Location:	Worcester
CORI Required:	Yes

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### **About the YWCA Central Massachusetts**

For more than 125 years, the YWCA Central Massachusetts has served as a life-long positive force for women and girls, their families and communities. By leveraging the reach, power and passion of our members and supporters, we have created lasting change.

The YWCA Central Massachusetts offers a wide range of programs, including early education & care; domestic violence services; career assistance; healthy lifestyle promotion. Our services strengthen women and girls in the community, helping them to realize their full potential.

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### **General Function:**

The partnership manager will act as the primary relationship manager for the Healthy Greater Worcester (HGW) Coalition, responsible for ongoing and active engagement of partner agencies and coordination of efforts. This person must be comfortable and professional in representing the Coalition.

### **Responsibilities:**

Reporting to the Director of the Coalition for a Healthy Greater Worcester, with guidance from the chairs of HGW, this individual will

- Manage the partnership process, ongoing engagement of partner agencies, and communications.
- Determine and implement best practice for management of contacts and interactions using CRM software or other tool(s).
- Assist with the creation and implementation of a communications and marketing plan to promote the Coalition and its partners' impact in the community.
- Attend and take minutes of assigned HGW meetings, including workgroups, subcommittees and Steering Committee.
- Work with Worcester Department of Public Health staff to develop and coordinate quarterly priority area "report out" gatherings.
- Continue to build and maintain partnerships through strong relationships with community health coalitions, hospitals, community health centers, community-based organizations, and other city agencies, the Massachusetts Department of Public Health and other state government, universities, businesses, and other collaborators.

- Coordinate/provide technical assistance to community coalitions to ensure that all constituencies (e.g. youth, elders, etc.) are actively involved in community planning activities and implementation initiatives.
- Coordinate/provide technical assistance and training to support existing community coalitions in addressing health disparities through activities including accessing and utilizing health data; needs and resource assessment; community health planning and evaluation; outreach and inclusion; cultural competency; fundraising and grant writing; and other aspects of coalition sustainability.

**Qualifications:**

- Bilingual individuals and individuals indigenous to Worcester preferred.
  - Ability to relate to diverse populations related to race & ethnicity, health, education, income and power
  - Experience and ability to work with community groups and volunteers
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**How to apply:**

If you are interested in applying for the above position please send resume to:

Email: [HR@ywcacentralmass.org](mailto:HR@ywcacentralmass.org)

Fax: Human Resources at 508-754-0496

Mail: YWCA Central Massachusetts  
Attn: Director of Human Resources  
1 Salem Square  
Worcester, MA 01608-2090

The YWCA Central Massachusetts is an Affirmative Action/Equal Opportunity Employer.