

# Director, Community Based Initiatives

## Chestnut Hill, MA, United States

### **Boston College Introduction**

Founded in 1863, Boston College is a Jesuit, Catholic university located six miles from downtown Boston with an enrollment of 9,445 full-time undergraduates and 5,125 graduate and professional students. Ranked 35 among national universities, Boston College has 878 full-time and 1,201 FTE faculty, 2,750 non-faculty employees, an operating budget of \$1.2 billion, and an endowment in excess of \$2.8 billion.

<https://bc.csod.com/ux/ats/careersite/2/home/requisition/6271?c=bc>

### **Job Description**

Full-Time Equivalent Hiring Range: \$86,200 to \$107,750; salary commensurate with relevant experience.

Reporting to the Dean of Boston College School of Social Work, the Director, Community Practice-Research Initiatives will lead the development of a long-term strategic commitment to improve social, health, education, and economic outcomes for Latinx and Black populations by directly engaging community members in the co-creation of place-based solutions to community-identified needs. The Director will reinforce BCSSW's commitment to community-based practice, participatory research, and systemic approaches to solving complex social development issues.

The Director will lead efforts to deepen the BCSSW's abilities to collaborate effectively with community-based stakeholders (i.e., community groups/members, partner organizations, government officials, business leaders, health and school systems) in Massachusetts' Gateway Cities. Gateway Cities are mid-sized urban centers (e.g., Lawrence, Brockton, Lynn) with diverse populations and high levels of poverty. In the initial year, the Director's efforts will focus exclusively on one city to develop a model of effective stakeholder engagement to identify community driven practice-research initiatives to improve the lives of families, children, youth, young adults, elders, etc.

The position scope and parameters will evolve over time. The Director's activities will initially focus on one city and budgetary resources will expand over time if/when grants and gifts are awarded to support project activities.

Essential functions include:

Community-Based Participatory Project Design, 40%

Develop and implement strategy for engaging community input and ongoing feedback, including focus groups, community outreach events, and active engagement with a range of local stakeholders.

Responsible for developing a comprehensive community asset map.

Work collaboratively and creatively to develop relationships, including formal memoranda of understanding (MOUs), with a variety of non-profit organizations and public entities, including direct service organizations, community development groups, faith-based organizations, local colleges/universities, public officials, etc.

Leverage relationships with organizations and public entities to develop programs, partnerships, and creative opportunities for success.

Identify and foster transdisciplinary BC/BCSSW faculty engagement opportunities.

Project Management and Performance Monitoring, 40%

Responsible data collection of community-identified needs and potential solutions, gap analysis, and identification of best practices to ensure BCSSW's community engagement and partnerships are appropriately aligned, comprehensive, and efficient to meet measurable performance outcomes.

Facilitate community and BCSSW input to develop a Theory of Change/logic model; establish goals and SMART objectives; develop systems to track progress; continuously review and analyze performance indicators to inform iterative improvement process; compile and present performance data to a variety of stakeholders.

Work with BCSSW Dean, BCSSW Research Development and BCSSW faculty and staff to secure additional financial resources as necessary.

Facilitate meetings and contributions of an external project Advisory Board.

Project Communications, 15%

Contribute to writing and dissemination of lessons learned to diverse audiences through a comprehensive narrative case study as well as visual narrative, storytelling and other products to engage and inform community members.

Collaborate to write grant applications to support project goals and objectives.

Write grant progress reports and other program reports as needed to ensure compliance of grant deliverables or donor expectations.

Deliver public presentations (e.g., guest lectures, media interviews, prospective donor presentations, etc.).

Student Engagement and Management, 5%

Coordinate with Office of Field Education to ensure appropriate field placements for MSW students.

Identify opportunities to engage Center for Social Innovation Fellows.

Supervise and provide guidance and feedback to project-based undergraduate/graduate assistant(s).

Occasional domestic and international travel will be required.

## **Requirements**

Bilingual (Spanish/English fluency) required.

Knowledge of community development, organizing, participatory research, and other community-engaged project development, implementation, and evaluation approaches.

Expertise in implementation of data-driven, evidence-based interventions.

Able to manage multiple projects and competing priorities simultaneously.

Ability to work flexible hours to accommodate community meetings and frequent travel to/from Gateway Cities.

Prior experience in collaborative grant seeking is preferred.

Master's degree required, preferably in social work with background in working with Latinx, Black and other communities of color.

Grant writing experience required.

Excellent written and oral communication skills required.

Strong organizational skills, including attention to detail required.

Must be able to work independently and as a member of a team in a fast-paced environment.

Minimum of 5 – 7 years professional experience required.

## Closing Statement

Boston College offers a broad and competitive range of benefits depending on your job classification eligibility:

- Tuition remission for Employees
- Tuition remission for Spouses and Children who meet eligibility requirements
- Generous Medical, Dental, and Vision Insurance
- Low-Cost Life Insurance
- Eligibility for both University-Funded 401k and Employer-Sponsored 403b Retirement Plans
- Paid Holidays Annually
- Generous Sick and Vacation Pay
- Additional benefits can be found on <https://www.bc.edu/employeehandbook>

Boston College conducts pre-employment background checks as part of the hiring process and requires all employees to be fully vaccinated for COVID-19. Boston College is an affirmative action, equal opportunity employer. In concert with our Jesuit, Catholic mission, Boston College is dedicated to the goal of building a culturally diverse and pluralistic faculty and staff committed to teaching and working in a multicultural environment and strongly encourages applications for women, minorities, individuals with disabilities, and covered veterans. To learn more about how BC supports diversity and inclusion throughout the university please visit the Office for Institutional Diversity at <https://www.bc.edu/offices/diversity>.

Boston College's Notice of Nondiscrimination can be viewed at <https://www.bc.edu/nondiscrimination>.