

Job Announcement
(part-time **Community Sponsorship Developer**)

IRIS (Integrated Refugee & Immigrant Services, Inc, www.irisct.org) is a dynamic refugee resettlement agency assisting newly arriving refugees across the state of Connecticut. IRIS serves people from all over the world who have fled persecution in their home countries to start new lives and become self-sufficient, contributing members of their new communities. While IRIS has traditionally focused on helping refugees, it is increasingly serving a more diverse immigrant population.

IRIS is looking for a part-time (20 hours /week) Community Sponsorship Developer

General Description

The CS Developer (CSD) works with various community groups throughout Connecticut, in order to expand and strengthen our Community Co-sponsorship network of resettlement groups. The CSD works primarily with the Director of Community Engagement, Community Liaison, Co-sponsorship Program Manager, the Community Engagement Team, and Executive Director, to identify new community groups with which to connect and facilitate their evolution into CCS groups with IRIS.

Candidates must be vaccinated against COVID-19 and comfortable coming into contact with other people.

Specific Duties include

- Manages the Cosponsorship Pipeline in collaboration with the Community Liaison through all stages of the process: conducts cosponsorship orientations/ info sessions, provides feedback on co-sponsorship applications, deftly guides groups to address weaknesses, invites groups to co-sponsorship training, and assists groups as they move towards a “green light” to receive placement of a family
- Collaborates with the Cosponsorship team to make decisions regarding family placements.
- Participates in and/or leads Cosponsorship training sessions
- Coaches new CCS group leaders on effective structure, facilitation, and ongoing management of effective CCS group dynamics

- Reaches out to new community groups to explore points of connection and opportunities for learning about the mission of IRIS
- Maintains contact with groups that express interest in helping IRIS and/or have been involved in the past, and follows up on outreach activities to continue their connection to IRIS.
- Participates in ongoing discussions regarding Cosponsorship Program evaluation and management
- Initiates and manages and/or directly executes small group meetings and/or workshops with community groups interested in working with IRIS
- Performs speaking engagements as needed throughout CT to facilitate CCS group development and/or connecting new groups within the CT community to the IRIS mission
- Performs speaking engagements to support National Co-sponsorship promotional efforts
- Limited travel within Connecticut and the U.S. may be required

Requirements

Candidates must be vaccinated against COVID-19 and comfortable coming into contact with other people.

Candidates must have relevant experience or educational background; fluency in English; strong writing, communication and organizational skills; computer skills including Google Suite, Microsoft Word and Excel; and ability to handle multiple demands and shifting priorities in a fast-paced environment.

Candidates must have a valid drivers license and ability and willingness to drive.

Candidates must have a demonstrated commitment to the mission of IRIS and awareness and sensitivity to multicultural issues.

Part-time position: 20 hours/week

Compensation: \$21 / hour

Benefits: vacation and sick time; 403b pension plan after one year of employment

To apply, send an email to humanresources@irisct.org as soon as possible with the following:

- A subject line that says “Community Sponsorship Developer” and your first & last name
- A cover letter
- Resume
- Contact information for 3 references