

Job Announcement
Wellness Coordinator
(Part-time)

IRIS (Integrated Refugee & Immigrant Services, Inc. www.irisct.org) is a dynamic refugee resettlement agency with offices in New Haven and Hartford, CT. 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 our undocumented neighbors and other immigrants as well.

**Job Summary &
General
Responsibilities**

Operating within the Health & Wellness team and the parameters of specific grants (ORR Refugee Health Promotion, Preferred Communities, SMART Family Foundation), the Wellness Coordinator leads IRIS' efforts to provide psycho-social programming that fosters a welcoming environment, positive mental health and general wellness.

Specific Duties

- Coordinate a weekly women's sewing group with the support of volunteers
- Coordinate a weekly (seasonal) gardening club in collaboration with local partners
- Develop and facilitate other programs as opportunities arise (depending on client interest, volunteer offerings, etc.)
- Ensure that program offerings are as accessible as possible and correspond as much as possible with client needs and interest and organizational goals
- Coordinate health literacy classes on a variety of subjects in collaboration with local partners (about 10 per year)
- Ensure that participation in programming is recorded and that pre/post-tests/evaluations are conducted in accordance with grant requirements
- Provide input towards grant reporting
- Participate in H&W and CM team meetings
- Propose modifications to programming or additional programming to better meet needs

Requirements

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

**Supervises
Reports to**

Interns, volunteers
Health & Wellness Manager

**Hours &
Benefits**

Part time position expected to average 15-20 hours/week, accrued vacation and sick time.

Compensation: \$22.45 / hour

To apply, send an email to Senior Director of Programs, at humanresources@irisct.org as soon as possible with the following:

- A subject line that says “Wellness Coordinator”
- A cover letter
- An attached resume

Applications will be reviewed in the order they are received and until the position is filled.