



Manager of Communications and Engagement Position Description (March 2023)

Neighborhood Birth Center's (NBC) Manager of Communications and Engagement supports the Executive Director and Board as part of the core leadership team in the start-up of Boston's first-of-its-kind birth center. **This integral role will provide strategic direction to the organization through thoughtful communications strategy and deep community engagement. The Manager will work to build community around the vision and engage narrative shift in support of community birth.**

Status: 32 – 40 hours with benefits

Salary: \$70,000 annually

Benefits: Three weeks vacation per year (prorated by hours) and paid personal time per year. Additionally, paid personal time per year, dependent care leave, bereavement leave, and holidays. We provide health and dental insurance coverage.

Location: Remote (work from home), with in person meetings and activities. Candidates must be based in Boston or the Greater Boston Area.

Reporting: The Manager of Communications and Engagement is a key thought leader in the organization, reporting to the Exec Director. NBC is a fiscally sponsored project of Movement Sustainability Commons at Resist, Inc. and the position will be officially hired by and have benefits provided by Resist.

About Neighborhood Birth Center (NBC)

We believe everyone deserves to have a safe and transformative birth experience where they feel a sense of agency and are fully supported in their power. To this end, we are building power with Black, Brown, LGBTQ+, and other marginalized people to design and build a community birth center, a place where this is not only possible but normal. The vision for Neighborhood Birth Center is rooted in the belief that people should have access to a full range of pregnancy care and birthing options. We believe that birth is a sacred process, and when the pregnant person is centered, the experience has the power to transform and heal individuals, families, and communities. Our mission is to offer comprehensive midwifery care throughout pregnancy, labor, birth, and the postpartum period in a safe and comfortable community-based setting. There is a growing demand for out-of-hospital birth options and currently, there is only one community birth center in MA, in the western MA town of Northampton, MA. Neighborhood Birth Center is poised to fill a significant gap in maternity care options for the Greater Boston Area. We are committed to co-locating on a community campus with other values-aligned organizations to build a



sanctuary-like space that prioritizes healing and community. We plan to open as a licensed and accredited freestanding birth center in 2024. As a small nonprofit, staff and board at Neighborhood Birth Center work collaboratively across projects and support all aspects of the work. As an organization committed to interrupting oppressive dominant culture and centering collective healing and solidarity, we are practicing honoring the wisdom of our bodies and experimenting with finding a healthy pace and work culture. We explicitly honor accommodations and accessibility needs.

About the Position

The full time Manager of Communications and Engagement will join the Executive Director, Policy Director, Program Manager and a soon-to-be-hired Manager of Sustainability and Operations. As a startup in an evolving landscape, NBC is committed to a transparent review of the duties and responsibilities of this position as the organization and work progress. This position is currently written to support our work through 2024 and the role has the potential to evolve when the birth center opens.

The person in this role will:

- Develop and implement internal and external communications strategy including:
 - Draft quarterly newsletters, reports, pitch decks, and talking points
 - Curate website and social media posts (Twitter, IG, FB)
 - Co-create campaign materials (brochure, one-pagers, reports)
 - Work with policy partners to develop and disseminate talking points and advocacy materials
 - Coordinate org priorities and responses to press inquiries, public speaking invitations
 - Participate in community conversations, panels, fundraising events to speak about NBC
- Evolve NBC's community engagement strategy
 - Develop annual objectives and workplan for engaging our communities around midwifery, community birth, and healing birth trauma
 - Work with the Policy Director to develop non-clinical program offerings that meet the social and cultural needs of our community beginning in 2023
 - Work with Community Movement Commons partners to engage the community in development of the property and community offerings
 - Chair the community engagement workgroup
- Chair events workgroup and manage event logistics
- Participate in and/or chair other workgroups as appropriate



About You

Minimum Qualifications

- Experience working on communications strategy
- Experience leading and facilitating small groups
- Strong writing, editing, and verbal skills, including the willingness and ability to communicate across a wide range of people
- Lived experience building coalition or relationships across community residents and organizations
- Experience working with nonprofit boards, committees, donors, and/or volunteers
- Ability to work both independently as well as with a range of internal and external partners
- Comfort using a variety of applications and platforms (examples include Microsoft Office, Google Drive, Zoom, Squarespace, Slack, Trello, Miro) and the flexibility and ability to learn new systems and tools that might be unfamiliar
- Alignment with Neighborhood Birth Center's mission, vision, and values

We don't expect anyone to bring all of these skills, but successful candidates will possess a compelling combination of some of the following (and the self-awareness and skill to leverage existing resources and ask for help where they lack experience):

- Knowledge of communications and narrative strategy, coupled with a deep desire to re-imagine and actively transform away from oppressive organizational systems and practices
- Understanding of what it means to be a Pro-Black organization
- Understanding the contexts of birth justice and reproductive justice movements and be willing to learn more about its history
- Willingness to grow and learn in a start-up organization
- Serve as a warm first point of contact for the organization, at events and when replying to email, social media messages, and calls
- Experience managing complex projects and competing priorities while maintaining high standards of quality and responsiveness
- A personal commitment to racial justice, equity, liberation
- Experience in maternal and child health, public health, community organizing, or movement building
- Commitment to achieving goals through strong project management, facilitation, communication, and administrative and logistics leadership
- Demonstrated success working with partners from diverse life experiences
- Lived experience belonging to communities most impacted by structural inequity
- Experience with somatics or other embodied healing practice
- Fluency or proficiency in a second language



Equal Opportunity Employment

NBC, a fiscally sponsored project of Resist, Inc., is an Equal Opportunity Employer. We strongly encourage people directly impacted by structural inequity including people of color, people with disabilities, and LGBTQIA+ folks to seek employment (or board) opportunities with us. We do not conduct criminal background checks on candidates.

How to apply

Send an email explaining your interest and alignment with the position and a resume to Jessie Laurore at jessie@neighborhoodbirthcenter.org. The posting will remain open until March 31, 2023.