



Refugee Women’s Alliance (ReWA) is a nationally recognized multiethnic nonprofit organization that provides award-winning services to refugee and immigrant women and their families in King and Snohomish Counties.

Job Announcement

POSITION TITLE: Business Development Specialist

PROGRAM: Family Empowerment Services

REPORTS TO: Family Empowerment Services Manager

STATUS: Non-exempt, Regular Part-time (20 hrs/wk)

LOCATION: ReWA SeaTac and Kent sites

SUMMARY: Refugee Women’s Alliance (ReWA) offers culturally and linguistically competent comprehensive employment services and skills training opportunities to immigrant and refugee families to promote self-sufficiency and independence. This position works on the Road to Self Sufficiency Project (RSSP) that supports immigrant and refugee families, living under the poverty line in Seattle and South King County, rise out of poverty and become self-sufficient through increased household income with living wage employment working with employers to advance positions and/or income, research, seek and implement new partnerships with businesses and vocational training opportunities for refugee and immigrants . Successful candidates for this position are result-oriented; and will have a strong understanding of the unique challenges and needs of immigrant and refugee families; possess excellent knowledge of the employment market and have exceptional communication and relation building skills to help employers understand benefit of employing refugees and immigrants.

RESPONSIBILITIES:

- Research, establish, and maintain a strong connection and partnership with businesses for higher paid and full-time positions.
- Identify and develop strategic partnership with agencies that offer Vocational Job Skills Training opportunities such as in Construction Trade & Manufacturing apprenticeship that will lead to better employment.
- On behalf of participants, negotiate for better employment; better salary, benefits and growth opportunities.
- Assist as a liaison between businesses and employment case managers to facilitate communication mediation when needed.

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- Identify and establish strategic and impactful partnership with business to allow for such as offering on-site ESL, or Computer Literacy class, or Life skills training that will help ReWA participants retain. employment and grow within the organization.
- Gather feedback from businesses that employ several of our participants.
- Provide conflict resolution and mediation between businesses and participants when needed.
- Reduce barriers for refugees and immigrants in advancing positions and income that sustains and stabilizes their family.
- Help employment case managers collect participants monthly pay stubs.
- Other duties as assigned by Program Manager and Senior Director.

MINIMUM QUALIFICATIONS:

- BA degree in human services or business field, and 2 years professional experience in business development, or an equivalent combination of education and experience.
- Demonstrated ability expressing yourself effectively, both verbally and in writing, using the English language.
- Excellent organizational, outreach and communication skills.
- Ability to work independently and as part of a team.
- Demonstrated computer skills including knowledge of Excel, word processing and email programs.
- Knowledge of local market trends, employment and training services, and the welfare system.
- Ability to communicate effectively, both verbally and in writing, with individuals from a wide range of cultural backgrounds.
- Demonstrated commitment to refugee and immigrant advocacy.
- Must have own transportation, a valid Washington state driver's license, and ability to travel to multiple sites on a regular basis.
- Willingness and ability to work flexible hours (weekend hours when necessary).

BENEFITS: Medical, dental, vision, life insurance, LTD vacation, sick leave, paid holidays, and 403(b) plan

CLOSING DATE: Open until filled.

FOR CONSIDERATION:

https://workforcenow.adp.com/jobs/apply/posting.html?client=rewa&cclid=19000101_000001&type=JS&lang=en_US

EOE

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