



Manager of Retiree Programs

The Massachusetts Municipal Association (MMA) and the Massachusetts Interlocal Insurance Association (MIIA) are seeking a Manager of Retiree Programs to join the MIIA Health Benefits Trust Team. This is an excellent opportunity for someone who is interested in managing a team and working with a more vulnerable population in the health insurance industry.

About the MMA: The nonpartisan Massachusetts Municipal Association (MMA) provides an array of services to its member cities and towns statewide, including advocacy, education and training, research and analysis, and publications and information programs. As the voice of local government in Massachusetts, the MMA works to advance the interests of all cities and towns.

About MIIA: The Massachusetts Interlocal Insurance Association (MIIA) provides property, liability, workers compensation, and group health insurance to cities and towns in Massachusetts. MIIA is a non-profit organization and subsidiary of MMA.

About MIIA Health Benefits Trust: The Trust provides insurance coverage for the employees and retirees of 150 cities, towns, and other municipal entities in Massachusetts. The Trust provides medical, dental, and vision coverage, all through Blue Cross Blue Shield of MA, to approximately 47,000 municipal employees, retirees, and their families, for a total enrollment of over 84,000 lives. The Trust is the largest municipal joint purchasing association in New England and one of the largest and most successful in the nation.

About the position: Under the direction of the Manager of the Health Benefits Trust, this person is responsible for all products and programs for the Health Trust's retiree book of business. The position has two direct reports and requires close coordination with key vendors and business partners. The Manager of Retiree Programs is responsible for ongoing planning, implementation and evaluation of key innovative projects and pilots aimed at reducing retiree health care costs for the Trust. This person collaborates with and maintains ongoing communication internally and externally on key projects, generates information relevant for the MIIA website and other communications, and develops and maintains important and ongoing relationships.

Qualifications: Candidates should be highly motivated with a commitment to meet member needs and provide excellent service. BS/BA Degree preferably in Health Promotion/Education, Health Administration, Public Health, Health and Human Services or related specialty. Very strong work experience will be considered as well in lieu of education credentials. At least fifteen years practical professional experience in the field or related field, significant experience working with Medicare products and services, and extensive knowledge of Medicare and Social Security are all important qualifications for this position. Previous supervisory experience preferred.



Senior sensitivity, empathy, patience, and compassion are all must when working with the retiree population. The ideal candidate will have the ability to motivate and engage others, strong research skills, strong leadership, relationship building, strategic planning and management skills, knowledge of health data interpretation methodology, and an excellent understanding of health literacy and health care consumerism. Exceptional communication (written and oral), presentation and organizational skills and the ability to manage a diverse and deadline-oriented workflow while maintaining high standards of quality, accuracy and effectiveness.

The position requires regular in-state travel so a valid driver's license is required. Our offices are located in Government Center, and we currently offer a hybrid-work environment. We offer a collaborative work environment, a competitive salary and excellent benefits.

How to Apply: Please send a PDF of your cover letter and resume to hr.hbt@mma.org
No phone calls will be accepted.

We are committed to diversity in the workplace and we are proud to be an equal opportunity employer. Diverse candidates are encouraged to apply. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, ancestry, genetics information, pregnancy or pregnancy-related condition, disability, age, or military or veteran status.