



Wellness Representative

The Massachusetts Municipal Association (MMA) and the Massachusetts Interlocal Insurance Association (MIIA) is seeking a Wellness Representative to join the MIIA Health Benefits Trust team.

About the MMA: The nonpartisan Massachusetts Municipal Association (MMA) is the recognized voice of local government across the state, advancing cities and towns as centers of excellence in our economy and society. The MMA provides high-impact services to its member cities and towns statewide, including advocacy, policy research and analysis, multi-faceted education and training, multi-platform publications and nationally recognized municipal service programs. As a membership organization, the MMA works to advance the interests of all cities and towns, uniting local leaders to promote local government policies and programs that build strong communities.

About the 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 the 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. The Wellness Program is a benefit of being a member of the Health Trust.

About the position: Under the general direction of the Wellness Manager, works with wellness department staff to promote, coordinate, implement and evaluate the MIIA Well Aware Program for Health Benefits Trust member groups. Working on select projects, the Wellness Representative uses unique skills sets to add value to the Well Aware program.

The Wellness Representative is responsible for building and maintaining positive relationships with members and providing superior customer service; helping gain and maintain support from members for the development and growth of their own unique programs; and assisting members in developing, promoting and implementing their wellness programs, including: obtaining management support, forming wellness committees, assessing needs and interests, designing action plans, scheduling and launching activities and campaigns, and more.

This position works with outside service providers to bring high quality short and long

term programs to members and works across all aspects of MIIA, including with the marketing team and account executives. The Wellness Representative shares in the development of new tools, activities, programs, and materials that support the growth and ongoing success of the Well Aware Program, including, but not limited to articles, webinars, videos, and onsite and online programs.

This position plays an important role in the planning and implementation of wellness events at the MMA Annual Meeting and Trade Show in January as well as other on-site events and programs.

Qualifications: Bachelor's degree preferred (in health-related field a plus). A minimum of 6 years of professional experience in a related field (such as public health, wellness, health education, social services, fitness industry, marketing, other). Demonstration of interest in continued learning/growth (college level academic classes, adult learning classes, special training, certifications, publishing, volunteerism, etc.)

Experience working with a diverse group of people in terms of health knowledge, health status, fitness levels and readiness to change. Experience working in a variety of settings with preference for experience in the school or municipal environment. Practical understanding of worksite wellness best practices, behavior change principles, the well-being model, health literacy and health care consumerism. Strong ability to work with a team as well as work independently. Superior communication, organizational, project management, strategic planning and leadership skills. Ability to motivate others and personal well-being are priorities. Marketing skills and creativity are a plus.

Valid Massachusetts driver's license is required as the job requires much travel within Massachusetts.

Work environment: Our offices are located in Boston's Government Center neighborhood. The staff is loyal and professional with little turnover. The position offers a competitive salary, terrific benefits, and a great collaborative work culture. Due to COVID-19, the staff is currently working remotely, and we plan a return to the office in hybrid format at the beginning of 2022. If you are ready to devote yourself to work on behalf of our member cities and towns, then this position may be for you.

Timeline: The successful applicant will be available to start in January, 2022. Applications will be accepted beginning on November 30, 2021 and will be considered on an ongoing basis until the position is filled.

How to apply: Please email a PDF of your cover letter, resume and general salary expectations to: hr.hbt@mma.org. No phone calls will be accepted.

The MMA is 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.