



**THRIVE**  
COMMUNITIES

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## Reentry Coach

Lowell, Massachusetts

### About THRIVE Communities

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***THRIVE's mission is to empower communities to welcome and support our neighbors transitioning from incarceration.*** Founded in 2015 as a community-based response to the challenges faced by adults returning from prison, THRIVE disrupts cycles of incarceration, isolation, and social harm by organizing and supporting grassroots efforts for **restorative reentry, community building, and constituent leadership development** among those most impacted by incarceration - returning citizens and local community members alike. This response to the challenges of reentry helps community members collectively pursue our common vision—***When wholeness and justice replace cycles of incarceration and oppression, communities THRIVE.***

THRIVE pursues this mission through wraparound reentry support, restorative justice reentry circles, community training, organizational partner collaboration, and transformative relationship-building.

### About the Role

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The part-time Reentry Coach works in partnership with the THRIVE team and their supervisor, the Re-entry Care Supervisor (RCS). The Reentry Coach provides wraparound reentry support to individuals returning from incarceration. This includes providing connection and supportive community, direct aid in accessing and navigating resources, and help pursuing their reentry goals.

### Essential Functions/Responsibilities

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THRIVE's Reentry Coach will:

- **Work in collaboration with THRIVE's Institutional Communications Coordinator** to support the continuity of support from incarceration to community
- **Needs Assessment:** Carry forward action plans completed behind the wall or in community aligned with a returning citizen's needs, and with the Re-entry Care Supervisor, conduct updated needs assessments while coordinating resources to address these needs
- **Support returning citizens with the navigation of community resources** by using working knowledge of local resources to help returning citizens access support as needed
- **Provide transportation** to support individuals in their capacity to get to and from official medical appointments, job interviews, and reentry/stability building appointments.

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- **Cultivate relationships with partners** to simplify referrals and the reentry transition
  - **Coordinate efforts with community partners involved in Core Member's care:** professionals, service providers, other groups involved in the core member's care (ie: Probation/Parole, DTA, SSI, RMV, MassHealth, CTI, Lowell House ATR, Lowell Community Health Center, Mass Rehab, MassHire, mental health providers, etc.)
  - **Support weekly outreach hours** for individuals in the community impacted by incarceration and seeking support, referrals, or simply someone to talk to. This will include supporting weekly food pantry pickup and delivery for community members facing food insecurity, hosting walk-in hours at least two days a month, and broader outreach (including possible participation in peer support groups) with partner organizations.
  - **Complete necessary documentation:** support members & referrals as they complete forms, submit reentry contact reports daily, and support staff in completing quarterly reporting activities relevant to the Reentry Coach's responsibilities
  - **Collaborate with staff** to support organizational efforts related to community building, volunteer training, fundraising, and organizational capacity building.
  - **Attend assigned meetings**, including weekly staff meetings and monthly Reentry Roundtable meetings. This position includes responsibilities occurring in the THRIVE office and in the community.
  - This position requires the flexibility to work **some nights and weekends**.

### **Our Ideal Candidate**

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Our ideal candidate is invested in the well-being of the greater Lowell community and has a passion for THRIVE's mission. They will have demonstrated experience with reentry transitions, resource navigation, and creating supportive relationships. The successful candidate:

- 3-5 years of related lived and/or professional experience: returning to community from incarceration, or experience as a friend, family member, or professional supporting someone transitioning from incarceration
- Experience building effective, collaborative relationships across diverse identities
- Experience creating positive supportive relationships, including through: active, judgment-free listening; coaching and encouragement; appropriate boundaries; etc.
- Demonstrates self-motivation, personal organization, and follow-through; able to work independently
- Demonstrates flexibility, patience, and persistence in the context of a changing work environment; able to be a team player

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- Effective at using – or willing and able to learn – email, text message, and Google Docs, Forms, and Sheets
- Ability to flex working hours to cover occasional evenings and weekends
- Holds a current and valid driver’s license, with access to a reliable, insured vehicle capable of transporting a passenger.
- Is able to carry food delivery boxes that are up to 15 pounds each
- Unfortunately, at this time our office is on the 2nd floor and requires a climb of 22 stairs. If you are interested in the position, but cannot meet this accessibility requirement, please let us know!

### **Preferred Characteristics, Skills, and Experiences (not required)**

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- Language – Verbal and written fluency in Spanish or another common language in Lowell is strongly preferred
- Local resource knowledge – Knowledge of or familiarity with resources and services in greater Lowell that might be relevant to a returning citizen's transition
- Recovery – Personal and/or professional experience with recovery from substance abuse (drugs and/or alcohol).

**Compensation:** \$23/hour – Total weekly hours to be mutually agreed upon, 12-36 hours/week.

### **How to Apply:**

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- Send your cover letter and resume to: **STaylor@ThriveMA.org** with the **subject line: “Reentry Coach”**.
- Include the following:
  - Cover Letter answering the following questions:
    1. Why are you passionate about THRIVE’s mission?
    2. What in your life experiences have prepared you to be successful in this role?
    3. What experience do you have working or navigating resources in the Lowell community?
  - Resume including the following:
    1. Education including degree(s) earned, and relevant certifications if any
    2. Work experience (If applicable, include jobs while incarcerated)
    3. Any volunteer, advocacy, or activism experience you want to highlight
    4. Skills, including: a list of any languages you are fluent in, technology you are comfortable with, and any relevant skill you would like THRIVE to know about
- Early applications are encouraged as applications will be accepted on a rolling basis.



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## **Policy of Non-Discrimination**

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*THRIVE Communities of Massachusetts does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, and vendors.*

*THRIVE Communities of Massachusetts is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.*

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