



RESEARCH IMPROVING PEOPLE'S LIVES

Senior Project Manager

RIPL is a non-profit tech-for-social impact organization. We are positioned to add several new team positions over the coming months. We are a relatively small team, focusing on strategic agility with top-quality science and policy acumen to measurably improve policy impact quickly with objective research and scalable, sustainable technology.

RIPL science has supported policy and process improvements in health care, education, social insurance, civic participation, workforce development, and criminal justice. During COVID-19, we worked with Rhode Island to make it the first state in the country to pay out Pandemic Unemployment Assistance benefits to support Rhode Island workers after they lost their jobs due to the pandemic. To date, we have helped over 70,000 RI workers receive their unemployment benefits.

RIPL's early work focused in Rhode Island and is now expanding to new states. As the Senior Program Manager, you will join a dynamic policy team responsible for developing and maintaining partnerships with government stakeholders, mission aligned organizations and funders. The Policy Team manages the organization's project management functions, partnership development, and many strategic initiatives. The team collaborates closely with the Tech and Research Teams on the development and implementation of all projects. **As a Senior Project Manager, you will lead the implementation of complex cross-sector projects including timelines, project scope, partnership management, and communication across stakeholders. You will be responsible for successful development and implementation of science- and tech-forward projects to improve lives.**

With a collaborative environment, all RIPL team members work cross-functionally. Regardless of the team you join, you'll develop a solid understanding of the technology we deploy, the power of scientific-grade research, how to productionize science for lasting impact, and how to navigate government partnerships to help government build lasting capacity for data-driven improvement as well as solving immediate needs. RIPL's staff are located all over the country but stay connected with online chat, regular coffee hours and in-person time when travel is possible. As an organization we value quality over quantity, we believe our government partners deserve the best, we know that changing culture and systems takes longer than anyone ever thinks it will and we're committed for the long-term. To learn more about what we value, check out [our leadership values](#).

The Senior Project Manager responsibilities include, but are not limited to the following:

- Develop and manage day-to-day operations of 1-3 projects simultaneously including: coordination of all stakeholder meetings, timeline management and resource allocation, implementation strategy, stakeholder communication, and grant reporting.
- Work closely with policymakers and community stakeholders to ensure successful project rollout ensuring consideration of political environment and needs of local communities.
- Work collaboratively with the Research Team, behavioral scientists and data engineers to design and evaluate policy interventions that work in the “real world.”
- Communicate the impact of projects through presentations, memos and scientific and policy papers tailored for a variety of audiences including technical and non-technical people.
- Provide internal updates ensuring the leadership team has visibility into successes and bottlenecks and document processes to grow RIPL’s internal practices and broaden positive impacts.

The ideal candidate will have the following qualifications, experience, and skills:

- Five or more years direct work experience in a research focused environment or inside government in a program or project management role.
- A track record of effectively managing complex projects from start to finish including projects with multidisciplinary stakeholders as demonstrated through outstanding organizational skills, a high attention to detail and ability to prioritize competing demands.
- Excellent oral and written communication skills, and ability to communicate research interventions and scientific findings to policymakers, community organizers, and general audiences; experience writing grant and project reports.
- A strategic, entrepreneurial approach to developing ideas and designing solutions; interested and willing to work across disciplines to find creative solutions and bring forward new ideas; commitment to high-quality work, every time.
- A strong desire and commitment to using science and technology to improve lives, ability to learn and think creatively in partnership with a diverse team of scientists, policymakers, and partners to solve complex social problems at speed and at scale.
- Self-starter, team-oriented, and able to work with minimal supervision. Experience working in a start-up environment or launching new work inside an existing organization is a plus.
- Familiarity with technical research and the scientific process, and an ability to digest and interpret economic research papers and communicate their findings to general audiences.

- Experience using task management and documentation software critical for organizing and documenting work (RIPL currently uses JIRA as its task management software).
- Experience with a programming or data analysis language (e.g., Python, R, Stata) and data visualization tools (Tableau, Microsoft Power BI) is a plus.
- An advanced degree (e.g., MS, MPA, MPH, or MPP) is preferred.

RIPL is an equal opportunity employer.

To learn more, email a resume and cover letter to join@ripl.org with subject “Senior Project Manager.”