



Requirements for Project Manager of Disaster Recovery Programs

(Updated Apr 14, 2026)

Contract | Travel required | Rapid activation for 2026 disasters

Purpose

Connective is building a bench of experienced disaster recovery professionals who can step in quickly if a major disaster strikes in 2026. We are seeking a Project Manager who can design, implement, and manage disaster recovery programs in partnership with community institutions in the disaster impacted community (such as place-based foundations and local government entities), and with support from Connective's internal team.

Note: This is a contingency role. Prior to deployment, there is no active work commitment. When Connective enters a community following a disaster, the role activates as a full-time engagement for the duration of that recovery effort. Contract length will vary based on the scale and nature of the disaster, available funding, and community need, and will be defined at the time of activation

Background

Connective is a nonprofit committed to transforming social services into a more connected, empathetic, and accessible system. We design and build human-centered programs, lead the collective improvement of social services, and share our knowledge to help communities magnify their impact.

We specialize in streamlined programs and technology solutions for complex, high-stakes problems: building infrastructure that strengthens whole ecosystems rather than isolated interventions. Our work spans disaster recovery, housing and economic stability, and crisis-driven financial assistance.

Governments, nonprofits, and philanthropic intermediaries choose us as their advisory and implementation partner when the stakes are high and the systems are broken. Our disaster recovery work includes supporting the Community Foundation of the Texas Hill Country after the July 4, 2025 floods in Kerr County (designing and running coordinated housing recovery programs across case management, home repair, temporary housing, and unmet needs) as well as ongoing work following Hurricane Helene in Asheville, North Carolina and Hurricane Harvey, COVID-19, and Hurricane Beryl in Houston.

About the Work

Following these disasters, Connective has translated recovery funding into outcomes by building clear program rules, reliable workflows, and strong documentation and compliance controls.



Disaster recovery with Connective is cross-functional. You would coordinate with Connective staff and vendors, and work closely with the local community institution and local and national recovery stakeholders. Core Connective team members typically include:

- **Elena White**, CEO
- **Aidan Sarazen**, Associate Director of Partnerships & Policy
- **Melissa Langston**, Director of Product & Data

Depending on the disaster, the Project Manager may also help identify whether surge staff are needed (for example, disaster case managers, additional program managers, intake staff, construction managers).

How Connective Uses Technology in Recovery

Connective pairs recovery program design with a practical technology approach that helps communities manage complexity.

- **Needs and Damage assessment:** Connective tailors and launches a needs and damage assessment in the affected community, then works with local community institutions to interpret what the data is showing (who was impacted, what they need, and where gaps exist) so that early resource decisions are grounded in evidence.
- **Case management and recovery CRM:** Connective's data and systems team manages the CRM day to day, tracking each recovery case from start to finish and making it easy to see where bottlenecks are forming and whether the current program mix is producing results.
- **Privacy and responsible data use:** Connective champions responsible data practices with local community institutions, ensuring that data sharing agreements, consent processes, and information security controls are in place before data collection begins.

Role Summary

The candidate serves as a project manager for disaster recovery programs, responsible for shaping the program portfolio and then driving implementation after a disaster. This includes partner coordination, program operations, technology workflow alignment, and continuous improvement as the recovery evolves.

Key Responsibilities

1) Recovery program scoping and design

- Rapidly assess local impacts, constraints, and delivery capacity across key recovery systems, including housing, emergency financial assistance, and disaster resource navigation. This includes evaluating factors such as construction market conditions,



permitting, temporary housing availability, FEMA and insurance timelines, agency readiness, and barriers residents face in accessing help.

- Recommend which recovery programs, coordination strategies, and service models to launch, and which not to launch, based on local conditions, community need, implementation capacity, and available funding.
- Design program policies and workflows, including eligibility, prioritization, documentation standards, payment structures, fraud prevention controls, and appeals.
- Prioritize households most severely impacted and least served by traditional disaster recovery systems.
- Think critically about the end-user experience, both related to client interactions with technology and how the people trying to help clients interact with that technology.

2) Implementation and operations management

- Build and maintain an implementation plan with clear milestones, owners, dependencies, and risks.
- Serve as a primary point of contact for partner engagement and operational problem-solving.
- Define clear program goals and performance metrics (speed, throughput, quality, equity, and budget discipline), track progress against them, and drive corrective actions when targets are slipping.

3) Partner and stakeholder coordination

- Support partner onboarding, training, and technical assistance.
- Manage contracts and operating agreements: support contract review, clarify scopes, deliverables, timelines, reporting requirements, and escalation paths, and ensure the local community institution and vendors have what they need from each other to perform.
- Run a disciplined implementation cadence with funders, the local community institution, vendors, and other stakeholders: cohort meetings, small groups, and one-on-ones for training, troubleshooting, performance management, and continuous improvement.
- Facilitate and lead change management efforts with partner organizations in a collective action model.

4) Systems and data alignment

- Work with Connective's team to align program workflows with the case management and technology stack (often Salesforce and related tools).
- Define the minimum viable reporting package for leadership and funders, then improve it as data stabilizes.
- Use data to proactively identify bottlenecks, inequities, and operational failure points.



- Collaborate closely with our technology, data, and CRM configuration team to translate client design needs into clear project requirements, set a product vision, and provide continuous direction and feedback for seamless integration and functionality.

5) Continuous improvement and documentation

- Maintain a living set of playbooks, SOPs, templates, and decision logs so the program is transferable and auditable.
- Track program changes over time (policy updates, documentation requirements, vendor changes) and manage version control.
- Identify operational risks early (capacity shortfalls, contractor constraints, fraud risk, process breakdowns) and propose mitigation.

Reporting and Authority

This role reports to the CEO of Connective. During a new activation, the Project Manager will have significant flexibility to drive progress in coordination with Connective leadership. In practice, this means the Project Manager can make day-to-day program and operational decisions without prior sign-off, but should align with Connective leadership before committing to new partnerships, making significant budget decisions, or changing program scope. When the community institution's preferences and Connective's direction conflict, the Project Manager should surface that tension to Connective's CEO rather than resolve it unilaterally.

Travel

Travel to the disaster locale is likely, especially early in implementation. Travel expectations will depend on the site and activation needs.

Qualifications

To succeed in this role, you likely have:

- 5+ years of relevant experience in disaster recovery, housing assistance programs, or adjacent complex human services implementation (government, nonprofit, philanthropy, or consulting).
- Demonstrated ability to design and run programs end to end (not just write recommendations) including documenting and optimizing operational processes and translating messy real-world workflows into clear, repeatable systems.
- Experience managing stakeholders across organizations, including funders, government entities, vendors, and community partners.
- Comfort working with case management and reporting systems (Salesforce experience is a plus), and the discipline to maintain clean operational documentation.



- A data-informed mindset: ability to use data to drive decisions, set and track performance metrics, and understand what analyses are feasible given real-world data quality and system constraints.
- Clear communication skills, including writing, facilitation, and presenting tradeoffs to leadership.
- Ability to travel on short notice in 2026 when needed.

Nice-to-haves

- Familiarity with FEMA IA/IHP, SBA, insurance dynamics, construction reimbursement models, or housing repair program design.
- Boots-on-the-ground experience in disaster recovery contexts.
- Experience building partner networks and managing subgrantees or implementing partners.
- Experience utilizing human-centered design methods, collective impact models, and change management approaches for social impact.

How to Apply

If you are interested in applying, email Aidan Sarazen at asarazen@connectivetx.org with the following information:

- The position title you are interested in.
- A short paragraph (max 200 words) explaining why you are interested in the Project Manager position.
- A current resume or CV.

Based on the information shared via email, Connective may contact candidates for informational interviews with the Connective team. If, after these interviews, joining the bench of professionals for 2026 is mutually agreeable, Connective will then negotiate and draft a scope of work and contract with the candidate that can be easily activated in the event of a disaster.

Activation & Compensation

The position and the final scope of work will be activated only upon the occurrence of a disaster and Connective's engagement in the recovery. When Connective begins disaster recovery support, the team will contact recovery professionals on the bench to confirm their availability. If a candidate agrees to join the project, both parties will confirm the contract and begin work.

The anticipated compensation for the Project Manager is \$75-\$100 per hour, depending on experience and qualifications. Candidates should be prepared to discuss their compensation requirements during informational interviews with Connective so that the agreed-upon rate can be included in the scope of work and contract negotiations.