



Assisted & Independent Living Member Website Manual

- Update Your Community Profile for our Directories
- Sign Up for Discounted Trainings or Member Events
 - Register Additional Staff Member Profiles
 - Review Open Invoices, Submit Payments, Print Receipts
- Access Mass-ALA Resources & Committees
- Post a Job on our Career Center & View Candidates

465 WAVERLEY OAKS ROAD, SUITE 415, WALTHAM, MA 02452
EDUCATE. ENGAGE. ADVOCATE >> WWW.MASS-ALA.ORG





Login & General Navigation

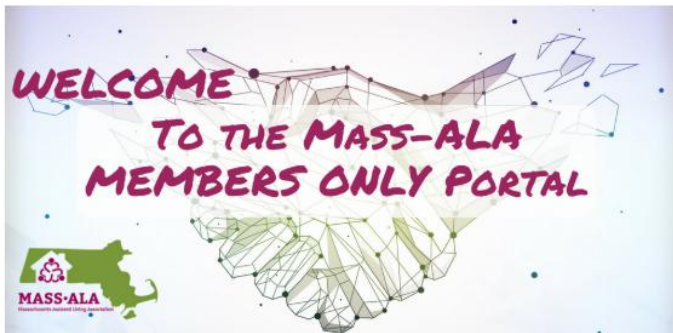
Login by visiting mass-ala.org and clicking 'Member Login' at the top of the page. Enter the username and password that has been emailed to you by a Mass-ALA staff member. **Need your login? Email massala@mass-ala.org.**

- You are now logged into the Member Portal.
- Utilize the quick links on this page & menu to access various resources.
- **Click on links in the right-side menu to edit your community information** or member profile (Profile Home/Public Profile), learn about **committees and volunteer opportunities** (Groups), view **members-only announcements**, and view **upcoming events**.
- **Click on links in the top menu to search for colleagues** in the network, **search for goods and services** through our business partners, or publish a job/manage your posting/search for candidates in our **Career Center**.

[Members Only Portal](#) | [Events](#) | [Search For a Business Partner](#) | [Assisted Living Residences Search](#) | [Career Center](#)

MEMBERS ONLY PORTAL

Filter news by category:



Here you will be able to access members only information and documents.

MEMBERS ONLY

Monday, April 1, 2024

HELPLINE! »

Member-Only Benefit *MEMBER-ONLY BENEFIT* If you have a resident care question, call us...

Thursday, January 8, 2026 (0 Comments - [view/add](#))

Welcome New Independent Living Members! »

We are eager to connect, learn from one another, and build a strong, engaged community focused on advocacy, education, and...

My Profile

[My Feed](#)
[Profile Home](#)
[Public Profile](#)
[Manage Profile](#)
[Groups](#)
[Messages](#)
[Membership Info](#)

MEMBERS ONLY PORTAL [more](#)

4/1/2024
HELPLINE!
1/8/2026
Welcome New Independent Living Members!
12/8/2025
Present with Mass-ALA in 2026
12/31/2024
State Contacts, Forms and Regulations

EVENTS CALENDAR [more](#)

1/22/2026
NCCDP: Certified Alzheimer's and Dementia Care Trainer (CADDCT) Train-the-Trainer Virtual Course



Update Your Community Profile for our Virtual and/or Print Consumer Directories

- Click on 'Public Profile' on the right-side menu in the Member Portal.



Sign Up for e-News

[Members Only Portal](#) | [Events](#) | [Search For a Business Partner](#) | [Assisted Living Residences Search](#) | [Career Center](#)

MEMBERS ONLY PORTAL

Filter news by category:



My Profile

[My Feed](#)
[Profile Home](#)
[Public Profile](#)
[Manage Profile](#)
[Groups](#)
[Messages](#)
[Membership Info](#)

MEMBERS ONLY PORTAL

[more](#)

4/1/2024
HELPLINE!
1/8/2026

- To edit your **COMMUNITY PICTURE** (main picture featured), click directly on the picture.
- To edit your **COMMUNITY INFORMATION or DESCRIPTION**, click the edit button above the information you want to edit.

Massachusetts Assisted Living Association
Massachusetts Assisted Living Association

Groups 0

AboutPhotos

Profile Completeness

76%

Increase your score today!

Professional Information

Organization Name:

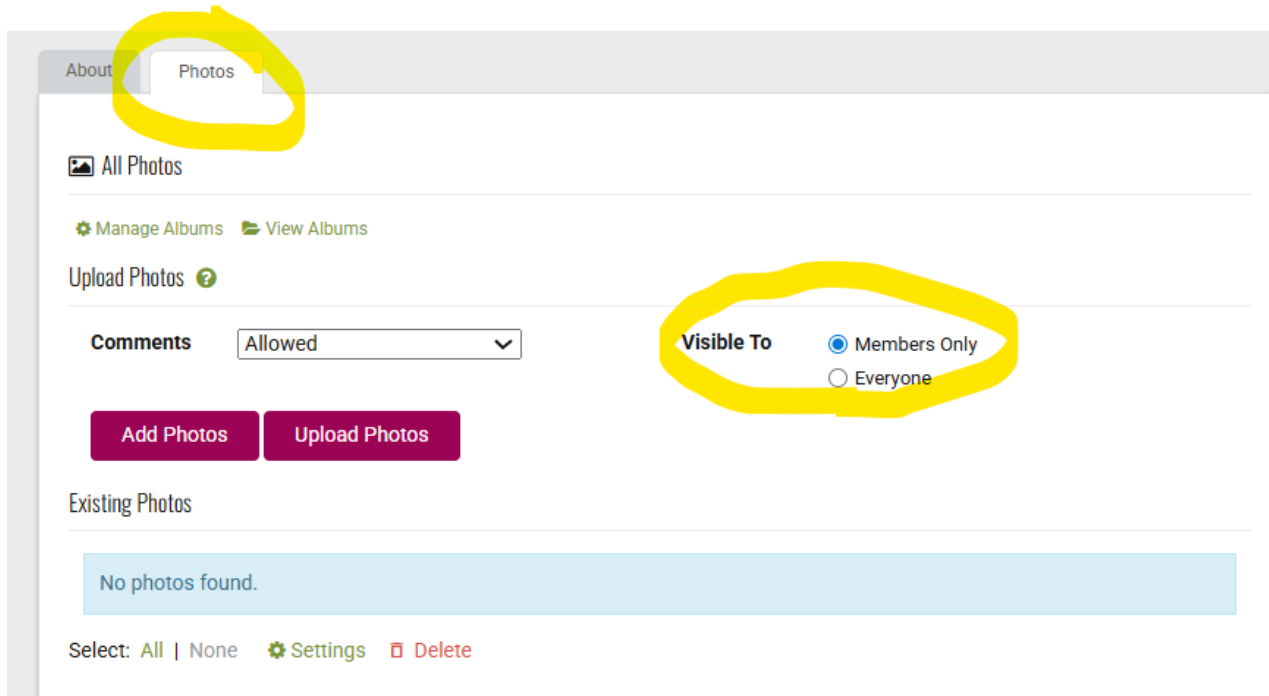
Massachusetts Assisted Living Association

Address:

465 Waverley Oaks Road, Suite 415, Waltham, Massachusetts 02453, United States

Edit

- To add **ADDITIONAL PHOTOS, BROCHURES, FLYERS, or other materials**, click into the 'Photos' tab, then upload. Make sure to mark it as visible for 'Everyone' so it is available to consumers.





Sign Up for Discounted Trainings or Members-only Events

- After logging in, **click 'Events'** to navigate to see all our upcoming training and event opportunities.
- Click on the event you are interested in, **then click 'Register'**.
 - **For members-only events**, you will now be able to complete your registration.
 - **For discounted training or events**, you will see the discounted pricing at checkout.



[Members Only Portal](#) | [Events](#) | [Search For a Business Partner](#) | [Assist](#)

Mass-ALA Events Calendar

All Categories ▼



Upcoming



Past



Month View



RSS

Below you will find a list of our Educational events.

For member pricing, make sure to login to your account.

- If you have any questions or **need assistance**, contact us at Massala@mass-ala.org or call, 781.622.5999 x100.

We look forward to seeing you!

- You can also click the name of the event you are interested in when visiting the Member Portal (on the right-side menu).



Register Additional Staff Member Profiles

NOTE: Members are allocated a certain number of additional accounts (sub-accounts) so their staff can better access Mass-ALA resources, sign up for members-only events and discounted trainings, and participate in the network.

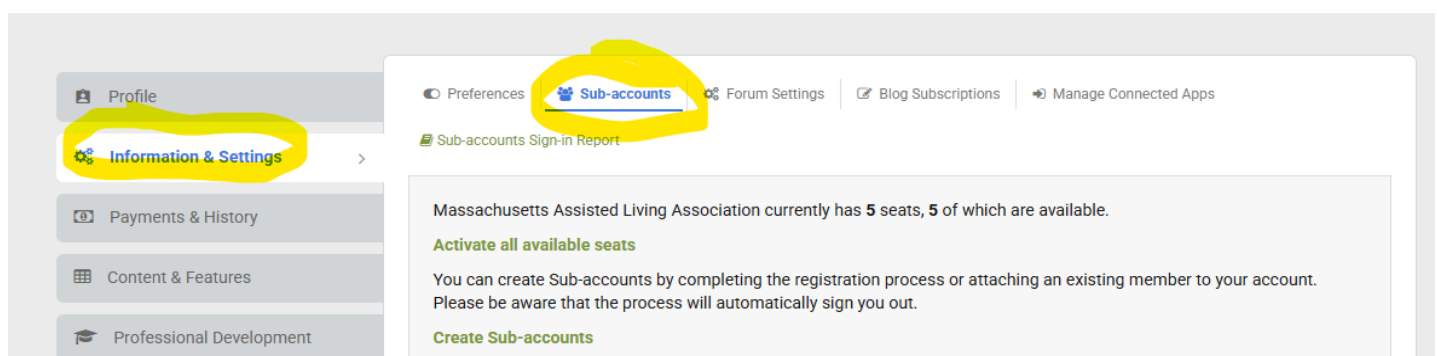
These accounts **do not have access** to your community's main account, but the main account holder has access to manage, log into, and activate/deactivate their staff sub-accounts.

- Navigate to the main Member Portal page, then click 'Manage Profile' on the menu to the right.

[Members Only Portal](#) | [Events](#) | [Search For a Business Partner](#) | [Assisted Living Residences Search](#) | [Career Center](#)



- Click 'Information and Settings' on the left menu, then click 'Sub-accounts' at the small menu towards the top of the page.



- On this page, you can review and manage all your existing sub-accounts. You can add new sub-accounts directly, or invite staff members to join via a shareable link.

NOTE: Please review your subaccounts regularly to manage access.



Review Open Invoices, Submit Payments, Print Receipts

- Navigate to the main Member Portal page, then click 'Manage Profile' on the menu to the right.

Members Only Portal | Events | Search For a Business Partner | Assisted Living Residences Search | Career Center

MEMBERS ONLY PORTAL

Filter news by category: MEMBERS ONLY ▼

RSS



My Profile

- My Feed
- Profile Home
- Public Profile
- Manage Profile
- Groups
- Messages
- Membership Info

MEMBERS ONLY PORTAL more

4/1/2024

- Click 'Payments & History' on the left menu. Here you will see all OPEN (unpaid) invoices. You can use the filter tool to view past paid invoices, cancelled invoices, etc. Here you can submit payments or print copies. Here you can also use the small menu towards the top of the page to view all community event registrations, and your membership dues history.

[Profile](#)
[Information & Settings](#)
[Payments & History](#)
[Content & Features](#)
[Professional Development](#)

[Invoices](#) | [Event Registrations](#) | [Membership](#) | [Donation History](#)

Filter by status: Open ▼

Store & Events

There are currently no invoices of this type and status.

Pay Selected Invoices



Access Mass-ALA Resources & Committees

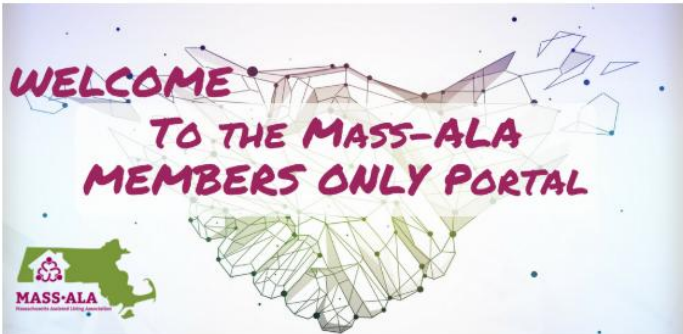
The Member Portal provides quick access to additional resources, volunteer opportunities, and Committees.

- View a scrolling list of resources and announcements for members on the main page and on the right menu. Click the links to review important members-only information!
- You can also quickly access upcoming Events on the right menu.

[Members Only Portal](#) | [Events](#) | [Search For a Business Partner](#) | [Assisted Living Residences Search](#) | [Career Center](#)

MEMBERS ONLY PORTAL

Filter news by category: MEMBERS ONLY  RSS



Here you will be able to access members only information and documents.

My Profile

- My Feed
- Profile Home
- Public Profile
- Manage Profile
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- Messages
- Membership Info

MEMBERS ONLY PORTAL

more

- 4/1/2024
HELPLINE!
- 12/8/2025
Present with Mass-ALA in 2026
- 12/1/2025
Renewal Coming Jan 1, 2026
- 11/28/2025
2026 - Check Out What's Coming Soon!

MEMBERS ONLY

Monday, April 1, 2024
HELPLINE! »
Member-Only Benefit *MEMBER-ONLY BENEFIT* If you have a resident care question, call us...

Monday, December 8, 2025 (0 Comments - view/add)
Present with Mass-ALA in 2026 »
Mass-ALA is always looking for high-quality programming and engaging speakers for our events. We invite you to submit...

Monday, December 1, 2025 (0 Comments - view/add)
Renewal Coming Jan 1, 2026 »

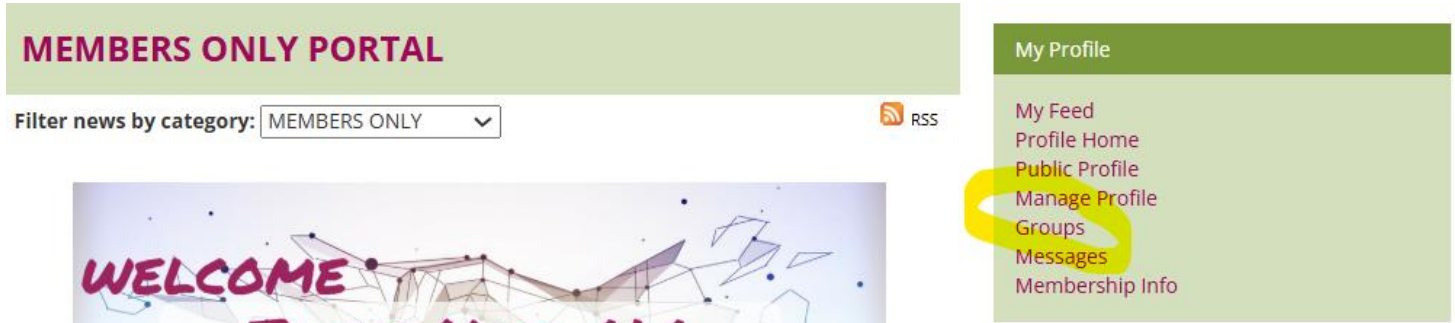
EVENTS CALENDAR

more

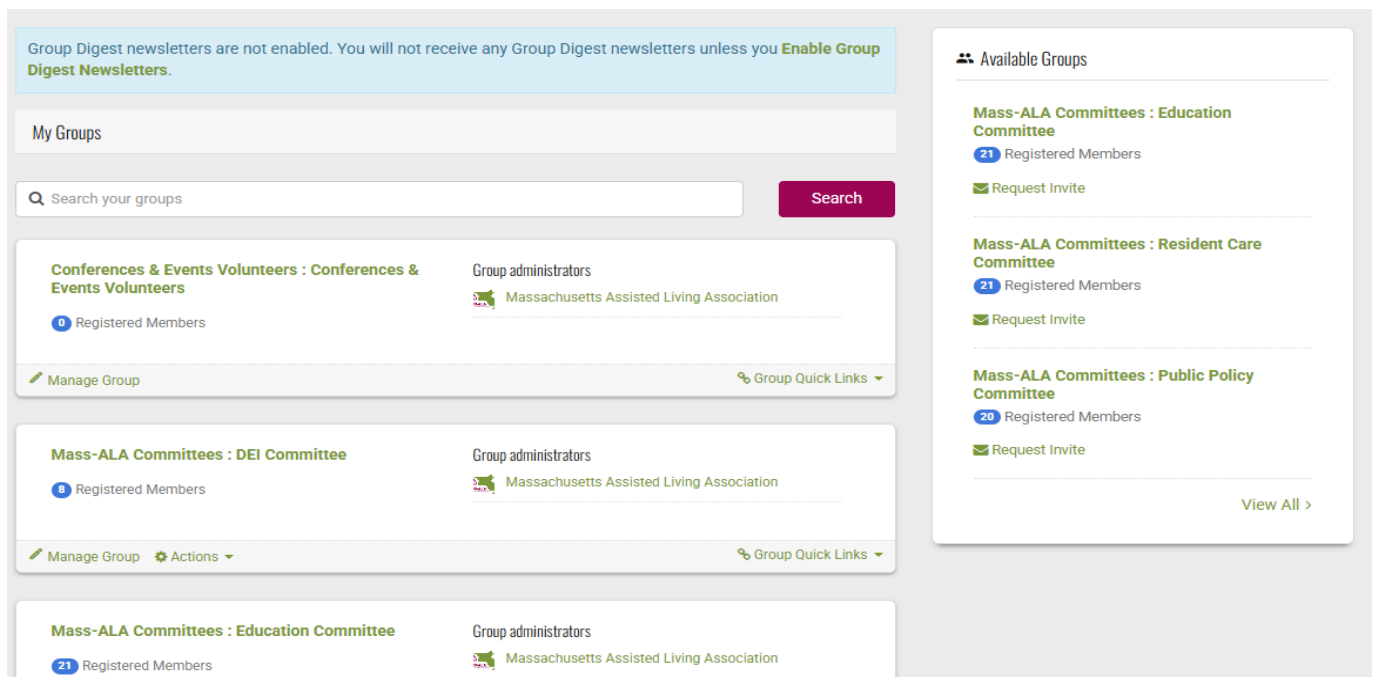
- 1/22/2026
NCCDP: Certified Alzheimer's and Dementia Care Trainer (CADDCT) Train-the-Trainer Virtual Course
- 1/22/2026
NCCDP: Alzheimer's and Dementia Care

To volunteer your time at a Mass-ALA event or by joining a Committee:

- Click 'Groups' on the right menu of the Member Portal. You can also navigate via the 'Committees, Working Groups, Volunteers' tab in the top menu.



- Click on the name of the Committee, Working Group, or Volunteer Page for information about what the group does, expectations for joining, meeting schedules (if appropriate), and how to request to join.





Post a Job on our Career Center & View Candidates

NOTE: All job postings are approved by Mass-ALA before going live on our website. They are typically approved within 24-48 business hours.

- After logging in, use the top menu on any webpage to navigate to the 'Career 'Center'.
 - At the top of the page, use these three buttons:
1. **SEARCH OPENINGS**: view all current job openings including yours.
 2. **RESUME/CV SEARCH**: view individually uploaded resumes or CVs.
 3. **SUBMIT AN OPENING**: enter a new job post on our career page.

[Members Only Portal](#) | [Events](#) | [Search For a Business Partner](#) | [Assist](#)

Career Center



Search Openings



Resumé/CV Search



Submit an Opening



Subscribe



RSS



Do you want a career with a purpose?

NOTE: If submitting a new job post, complete all the required fields, then click 'Submit' at the bottom of the page. **If no end date for the job post is included, it will expire after about 6 months.**