



United Way of Greater Waterbury

JOB DESCRIPTION

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| Job Title: Vice President, Community Impact | Reporting To: President/Chief Professional Officer |
| Department: Community Impact | Exempt or Non Exempt: Exempt |

Purpose:

To provide a solid foundation of vision, leadership, administrative and volunteer/staff development experience to a complex set of community and organizational relationships and opportunities.

Major Areas of Responsibility:

- Demonstrated ability to move with ease through the social, economic and political landscape of Greater Waterbury.
- Ability to develop strategic working relationships with opinion leaders/change-makers across the community’s philanthropic, business and government sectors is key.
- Have extensive experience in leading high performing teams (volunteers and staff) in the design and delivery of results-based, high-profile, large scale initiatives, programs and advocacy/public policy efforts.

Functions managed by the Community Investment Department include:

This candidate will demonstrate an advanced ability to think strategically about the unique role, approaches and contributions of United Way. Must fulfill its mission within Greater Waterbury, ultimately providing key leadership on the Senior Management Team in the development and implementation of United Way’s business/organizational strategy overall, integrating the functional areas into highly effective community impact response to critical community needs. They will have the ability to thrive and lead in a dynamic department that operates in a highly complex and changing community environment. The Vice President will apply leadership-level expertise and abilities to the following responsibilities:

- Development and management of United Way investment “products” impact models, initiatives, partnerships and systems.
- Community, Donor, Foundation and Agency/Partner engagement and relations.
- Grant Funding Development.
- Quality control and assurance systems for fund distribution, evaluation and results reporting.

Organizational Leadership – Ensures that the United Way lead volunteers, senior team peers and staff across the organization work in unison to provide the most appropriate and effective response to community needs through engagement, investment, advocacy and capacity building. The VP is engaged across the organization, positioning all functional areas to deliver community impact as UW’s primary product.

Community Impact Cabinet – Works in partnership with the President to identify and recruit a diverse and dynamic group of business, academic and community change leaders to serve on the CI Cabinet and Community Impact Councils. The VP works in partnership with the Community Impact Cabinet Chair in guiding the next stage development of the Community Impact Agenda and through one-to-one, small group and full Cabinet meetings works to develop the relationships, resources and opportunities that the volunteers can make available to the implementation effort. The VP supports the Cabinet in working through the board to position UW’s impact work within the larger context of governmental, nonprofit and private efforts to address Greater Waterbury most pressing issues.

Community Impact Agenda, Strategies and “Products” - Provides oversight and direction in the design and implementation, of integrated strategies that deliver results on United Way’s Community Impact Agenda. In collaboration with noted academic and field experts, the VP teams with staff to ensure the construction of interlocking, effective models of change that compel donors and the community to invest and engage in generating visible, measurable improvement in community conditions and individual well-being. The VP works with the Leadership Team in integrating investment products development with fundraising, marketing and communications and volunteer development to generate the resources necessary to carry out the strategies and achieve impact.

Community and Donor Relations/Relationship Management – Actively cultivates relationships and develops strategic partnerships with community, public sector, foundation and corporate leaders to maximize United Way’s leadership positioning in community impact efforts. The VP works collaboratively with President to develop and drives effective networks to generate resources and achieve impact.

Resource Development/Proposal Writing – Develops relationships with local and national foundation and corporate leadership that result in unique opportunities that advance community impact work in collaboration with other funders and community partners.

Funding/Grants Management – Ensures that quality control policies and procedures are in place and consistently practiced in grant making and grant management activities under the purview of the CI Department. The VP oversees the development and management of the budget and facilitates integrated fiscal accountability procedures between the CI Department and the Finance Department.

Department Staffing and Operations – Ensures competent staffing of all department functions, initiating and supporting staff development opportunities; provides direct supervision of director-level positions; is responsible for the development and implementation of the department work plan; goals, oversees the development and evaluation of Performance Objectives for all department staff; develops and manages the department operations budget, space allocation and functional supports.

Qualifications & Requirements:

- A degree in social work, public policy, public health and/or nonprofit management or related field and 10 years of progressive leadership-level related experience preferred.
- Demonstrated success with designing and delivering results on high-profile, macro-community initiatives or programs.
- Solid experience with developing and managing funding proposals/sponsorships; grant-making; program evaluation and community research.
- Strong understanding of the social, economic and political landscape of greater Waterbury community.

- Documented capacity to develop and play a leadership role in strategic partnerships with a broad range of working relationships with diverse opinion leaders/change-makers across community, philanthropic, business and government sectors that have resulted in significant improvements in community conditions and individual well-being.
- Advanced leadership and communication abilities with which to lead organizational development and success in a highly dynamic setting responsive to a complex and changing environment.
- Demonstrated ability to work with diverse interests and communities; energetic and engaging personality, enjoy working with people in different settings; donor and community focused.

Please send resumé and cover letter to careers@unitedwaygw.org.

United Way is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.