



United Way of Central and
Northeastern Connecticut

About Us

United Way of Central and Northeastern Connecticut is one of more than 1,040 autonomous United Ways in our nation and 1,800 community-based United Ways in 45 countries and territories. We have the unique ability, vision, and resources to bring together diverse stakeholders around a community vision of creating positive change to achieve long-lasting results for children and families. Our Workplace Giving team helps to raise awareness of United Way's work and the impact can all make together for local children and families.

Our Mission

To engage and bring together people and resources committed to the well-being of children and families in our community.

Our Vision

A community where opportunities are available for every child to succeed in school and for every family to achieve financial security.

Our Values

In pursuing our mission, the following principles guide our relationships with stakeholders, including our donors, volunteers, partners, employees and the communities we serve: a belief that respect, equity, diversity and inclusiveness make us stronger; engaging others with professionalism and quality support; seeking creative and sustainable solutions to pressing social challenges; maintaining the highest standards of personal and organizational honesty in order to ensure stewardship of donors' dollars; being proactive and responsive through consistent communication; and, delivery of high-quality services and effective measurement of results to ensure efficiency and innovation.

Join Our Team! Career Opportunity

We are searching for a **Director of Impact and Engagement Operations** who will be responsible for leading allocations and outcome reporting processes and systems, including development of board presentations and reports. The Director serves as the organizational lead for grant application and reporting processes, data management and financial reporting. As a functional lead for Impact and Engagement operations, the Director supervises and coaches a team of staff responsible for managing processes in support of organizational goals.

What you will do:

- Provide leadership funding process administration including software management, supporting proposal development and evaluation process, monitoring progress toward outcomes, data tracking and analysis, and development of board reports.
- Oversee organizational processes around all elements of the grant process (proposal development, reviewing /editing, reporting, etc.) and compliance (ensuring deliverables are met, working with Finance to reconcile revenue and expenses and ensure budgets are managed effectively, developing outcome and finance reports for funders, etc.).
- Supervise management of community engagement programs such as United Way *Year of Caring*, Impact Teams, community outreach and other projects.

- Understand local communities and develop and maintain effective relationships with community stakeholders and public/private partners to address United Way priorities; in partnership with leadership volunteers and community partners, identify needs, assets, partners, resources, and innovative approaches to achieve intended community goals.
- Represent United Way in external data teams that support community initiatives as assigned.
- Manage fundraising as assigned to support impact goals including serving as lead for funder relationship management as needed in coordination with other staff.
- Provides staff support to select United Way volunteer committees.
- Supervises staff; interns, temporary staff, consultants as needed. Coaches and supervises staff which includes providing opportunities for professional growth and development to achieve organizational goals and objectives.
- Represents United Way at community functions, as needed, both during and after regular business hours.
- Performs other duties as required.

About you:

- Master's Degree in social work, community organizing, or related field and/or 10 years of related experience.
- Technology competence that includes expertise with Microsoft Office and database management, grant management, and finance systems; as well as willingness to learn new applications as needed and identify innovative ways for technology to support organizational objectives is required.
- Ability to work in a fast-paced environment and juggle multiple priorities, and able to react and adjust quickly to changing conditions is required.
- Ability and willingness to travel locally and nationally required.
- Knows and effectively communicates the organization's mission, vision, and values.
- Understands the needs and goals of co-workers and constituents.
- Demonstrates the value of diversity and inclusion.
- Treats others with respect and dignity.
- Fosters open communication by considering all input and contributions and by respecting other points of view.
- When conflict arises, successfully navigates the conversation to find solutions acceptable to all parties.
- Works collaboratively to achieve common goals and positive results.
- Demonstrates the ability to negotiate and compromise without losing sight of core values and objectives; seeks win-win solutions.
- Has a focus on results and can effectively communicate his/her goals and their impact on the goals of the organization.
- Promotes innovation and is open to new ideas.
- Motivates others to translate ideas into actions and results.
- Identifies, assesses and manages risk while striving to attain objectives.

Application Information

Qualified applicants should submit a resume and a cover letter describing 1) their qualifications and experience 2) salary requirements, and 3) how they learned about the position.

United Way of Central and Northeastern Connecticut is an equal opportunity employer M / F / D / V.

Frequently cited statistics show that women and members of structurally marginalized and/or underrepresented groups apply to jobs only if they meet 100% of the qualifications. United Way of Central and Northeastern Connecticut encourages you to break that statistic and to apply. Few candidates will likely meet 100% of the qualifications. We look forward to your application.