

About Us

The United Way of Central and Northeastern Connecticut is one of more than 1,100 autonomous United Ways in our nation and nearly 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

United Way of Central and Northeastern Connecticut mobilizes resources to end poverty.

Our Vision

A united 860 region where there are equal opportunities for everyone to succeed.

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 **Senior Manager of Individual Giving**. The Senior Manager of Individual Giving plays a critical role in advancing United Way's mission by leading leadership annual giving and planned giving strategies, cultivating the next generation of philanthropic leaders, and deepening donor relationships across the region. They are a highly organized, self-directed, adaptable, and strategic thinker that effectively sets priorities and solves problems while developing cooperative, productive relationships with United Way's donors. This position will report to the Chief Philanthropy Officer and serves as an individual contributor with leadership responsibility for key donor groups and volunteer committees. They ensure the mission of United Way is reflected in activities with leadership donors and is part of our United Way team located in Hartford CT.

Primary Job Responsibilities and Duties:

1. Donor Strategy & Portfolio Management

- Implement the overall major gift and planned giving strategy developed by the Chief Philanthropy Officer.
- Identify, engage, and re-engage donors, particularly those emerging as the next generation of potential philanthropic leaders.
- Manage a portfolio of 150–200 donors and achieve growth and retention goals, with a focus on donors giving \$1,000–\$9,999.
- Collaborate with other philanthropy and resource development staff in acquiring new members in and out of the workplace.

2. Leadership Giving & Affinity Group Management

- Serve as the staff manager for Women United and the Constitution Society for leadership donors, developing and implementing strategies to deepen engagement and philanthropic support.
- Achieve financial, growth, and engagement goals associated with Women United and Constitution Society donors.
- Recruit, train, and manage volunteers for each leadership group.
- Communicate clearly, regularly, and effectively with leadership volunteers to build coordination, teamwork, enthusiasm, and a shared sense of purpose.
- Prepare and distribute appropriately branded communication plans for each leadership group to increase engagement.
- Coordinate and lead regular meetings of affiliated committees, including agenda development and execution of action items.

3. Events, Engagement & Mission Integration

- Provide guidance and direction for volunteer projects selected for leadership donors and regional engagement.
- Partner with the Community Impact and Engagement team to ensure compelling, mission-aligned event programming.
- In partnership with Marketing, plan and implement strategic, data-driven, branded, mission-focused events that recognize, steward, and cultivate donors, volunteers, and prospects.
- Develop and implement event revenue-generation plans with the Corporate Engagement Team and ensure fundraising goals are achieved.
- Create communication plans for event close-out and follow-up with attendees to deepen donor relationships.

4. Data, Financial & Operational Management

- Manage budgets associated with donor engagement, events, and stewardship activities.
- Prepare data-based reports and dashboards to measure progress and inform future strategies.

- Coordinate post-event financial reconciliation in partnership with the Fundraising Operations Team.
- Ensure compliance with insurance, legal, safety, and health regulations.

5. Organizational Leadership & Collaboration

- Work in conjunction with the Chief Philanthropy Officer and Senior Vice President of Marketing and Development to identify prospective donors and solicit contributions.
- Serve as a Philanthropy Team representative on internal project teams as needed.
- Perform other related duties as assigned.

Success in this role will be measured by:

- Growth in leadership giving revenue, donor retention and donor acquisition
- Increased engagement and participation within Women United and Constitution Society
- Consistent donor stewardship and portfolio movement

About You:

- Bachelor's degree in business related field preferred.
- Three to five years' mid-level or major gift fundraising experience is preferred.
- Ability to effectively manage multiple projects with competing deadlines, different objectives, and different stakeholders required.
- Ability to proactively manage up to leadership, manage out to volunteers, and down to staff assigned to aid in project execution
- Proficiency in Microsoft Office Suite required, and customer relationship management (CRM) preferred.
- Entrepreneurial, strategic thinker and solution oriented.
- Inspirational, can do spirit leadership.
- Ability to work in a fast-paced environment and juggle multiple priorities, and able to react and adjust quickly to changing conditions.
- Excellent communication skills; able to communicate effectively and articulately in writing and orally.
- Ability to keep their composure with the public and co-workers in everyday, stressful situations.
- Strong customer focus in all tasks and activities, even while at times under pressure.
- Solid relationship management skills enhancing internal organizational relations, external community interactions, and in business development opportunities.
- Ability to perform job with integrity and values consistent with United Way of Central and Northeastern Connecticut.
- Ability to relate well with people from diverse groups.
- Driver's license and valid transportation required.

Application Information:

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

United Way of Central and Northeastern CT
Human Resources
One State Street, Suite 1710
Hartford, CT 06106
No phone calls please.

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 meet 100% of the qualifications. We look forward to your application.