



Fostering an Equitable, Engaged, Empowered Community

Career Opportunity Director of United LEAGUE

Posting Date: May 6, 2022	Application Deadline: May 17, 2022
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- To apply, please send a cover letter and resume to careers@unitedwaydm.org
- For more organizational information, please visit www.unitedwaydm.org

United Way of Central Iowa is seeking a fulltime Director of LINC and United LEAGUE to support and advance United Way's mission of improving lives by identifying, developing, and maintaining high quality relationships with individuals and organizations to attract and sustain resources – both financial and volunteer - for UWCI's community impact agenda.

LINC (Lead Impact Network Change) is an affinity group of young professionals who give and volunteer with a focus on central lowans' essential needs, such as food and shelter.

United LEAGUE (Leadership, Equity, Advocacy, Giving, Unity, Excellence) is an affinity group of members that are of African American descent, identify as Black, or they are allies... all those who are passionate about supporting issues and programs aiming to close the gap and allow every central lowan in every community within our region to thrive.

This position will be a part of our Donor Engagement team, and has the opportunity to work on a hybrid, partially remote schedule. Diverse candidates encouraged to apply!

Why choose United Way of Central Iowa?

United Way of Central Iowa is an established and highly respected nonprofit in the Central Iowa area and the United Way Worldwide network. Employees at UWCI have a passion for the organization's mission and community impact work and strive to create a positive, inclusive, and welcoming work environment. Our Core Values of Compassion, Integrity, Community Engagement, Responsiveness and Striving for Excellence is the foundation for how we do our work and to reach our aspiration to "Engage Community to

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Empower All.” In addition to a competitive salary and robust benefits package including health insurance, a dental and vision plan, 401(k) with match and paid life insurance, we offer the following:

- Generous paid vacation plan, holidays, a personal holiday and sick time
- Paid volunteer time off
- Convenient central Des Moines location with free parking
- On-site fitness center
- Tuition Assistance
- Commitment to employee professional development
- A commitment to fostering diversity, equity, and inclusion practices
- Fun monthly opportunities for employees to build camaraderie
- Wellness initiatives

Essential Accountabilities Include (but not Limited to):

- Support UWCI's community impact agenda by developing and implementing creative, customized growth strategies to attract and sustain resources for LINC and United LEAGUE with effort to consistently keep and exceed pace with general annual campaign growth.
- Connect with donors and volunteers to develop engagement and professional development events to strengthen membership.
- As assigned, support company relationships, including year-round engagement with key leaders and company influencers, assisting contacts in planning, and executing employee campaign and managing accounts through tracking, updating, analyzing, and evaluating data.
- Identify prospective donors and members both inside and outside traditional campaign settings and market segments by working closely with UWCI Campaign staff and company executives.
- Track investments and manage acknowledgement and recognition for LINC and United LEAGUE.
- Customize a year-round action plan for building relationships with current and prospective LINC and United LEAGUE members to ensure that United Way is positioned as the ideal partner for making a measurable difference in the community; including defining and executing a defined schedule of events that supports donor and prospects' interests.
- Collaborate with UWCI marketing staff to develop and implement a comprehensive communication plan that strengthens prospective and current donor's knowledge of and connection with UWCI.
- Strengthen the value of the UWCI brand experience by identifying and developing LINC and United LEAGUE volunteer opportunities in collaboration with Volunteer Engagement staff.
- Collaborate with the Community Impact and partners to understand and effectively articulate how LINC and United LEAGUE dollars support.
- Identify and assist in securing lead volunteers and executive champions. Support all lead volunteer needs to ensure a positive experience with UWCI.
- Aligns work behavior and work based on the UWCI Code of Ethics and Organizational Values.

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Competencies:

- **Relationship Building** – Ability to establish and maintain a good rapport and cooperative relationship with donors, volunteers, and coworkers.
- **Customer Oriented** – Desire to donors and volunteers by focusing on meeting their needs, understanding their concerns and seeking to build trust.
- **Project Management** – Ability to plan, organize, staff, direct and control work tasks to meet a specific goal.
- **Presentation Skills** – Ability to effectively present information in front of a group.
- **Communication, Oral** – Ability to send verbal messages, and listens to others' responses to convey information.
- **Communication – Written** – Ability to write concise, clear letters, reports, articles, or emails including proofing and editing.
- **Creative** – Ability to think in new ways that produce something new or lead to novel ideas.
- **Problem solving** – Ability to recognize courses of action that can be taken to handle problems, and apply contingency plans to solve those problems.
- **Self-motivated** – Ability to reach a goal or perform a task with little supervision or direction.
- **Analytical Skills** – Ability to develop information and raw material into meaningful conclusions.

Education:

- Bachelor's Degree in marketing, public relations or related field preferred. Extensive experience in fundraising and managing volunteers can be considered in lieu of some education.

Experience:

- Three to five years of progressive experience in sales, marketing, public relations, or fundraising.
- Computer literate with competencies in Word, Excel, and database management.

United Way is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, religion, skin color, gender, national origin, ethnicity, sexual orientation, gender identity, physical or mental abilities, genetic information, pregnancy, disability, age, family or marital status, veteran status or other characteristic protected by applicable. United Way of Central Iowa will consider qualified candidates with criminal histories in a manner consistent with the role requirements and any applicable local, state, and Federal law.

If you are a job seeker with a disability, or are assisting someone with a disability, and require accessibility assistance or an accommodation to apply for one of our jobs, please call 515-246-6516.