



Fostering an Equitable, Engaged, Empowered Community

Career Opportunity **Director, United LEAGUE and LINC** Donor affinity groups

Posting Start Date: April 1, 2025

Application Deadline: April 14, 2025

- To apply, please send a cover letter and resume to careers@unitedwaydm.org
- For more organizational information, please visit www.unitedwaydm.org
- For more information on the donor affinity groups go to:
 - www.unitedwaydm.org/united-league
 - www.unitedwaydm.org/LINC

Organizational Summary

For more than a century, United Way of Central Iowa (UWCI) has played a unique role in bringing together people and organizations from every corner of central Iowa to create and implement initiatives that address the community's most pressing needs. UWCI has purposely leaned into its expertise and has sought out the expertise of others in the community to ensure lasting impact. Growth and adaptation plus tried-and-true strategies are helping the organization to dig deep and foster an equitable, engaged, and empowered community.

Today, UWCI has 61 employees and approximately \$35 million in net assets and is dedicated to authentically engaging nonprofits, businesses, elected officials, community leaders, and those with lived experiences to collaborate and implement long-lasting solutions. UWCI remains committed to building upon its work to eliminate barriers and challenges for all central Iowans. Our overall strategy – United to Thrive – creates an imperative that all individuals in the community should not just survive but thrive. The United to Thrive five focus areas include Essential Needs, Early Childhood Success, Education Success, Economic Opportunity, and Health and Well-Being. See the link above for more information about our organization.

Position Summary

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United Way of Central Iowa is seeking a fulltime director to oversee two donor affinity groups - **United LEAGUE** (Leadership, Equity, Advocacy, Giving, Unity, Excellence), a donor volunteer affinity group whose members identify as Black or allies with a focus on eliminating disparities and advancing equity in the community via Economic Opportunity, and **LINC**, (Lead Impact Network Change) a donor volunteer affinity group for young professionals with a focus on essential community needs. Members of these affinity groups support the organization's United to Thrive strategies through their participation in giving, advocacy, and volunteering. This position will have accountability for other fundraising strategies and programs as assigned and work closely with the corporate engagement team. Please visit the organization's website (address above) for more information about each affinity group.

The ideal candidate must have a strong desire to motivate and support donors and volunteers to close disparity gaps in the community and to advance economic success and essential needs for all central Iowans. Fundraising experience is necessary along with event planning, social media savvy, and strong relationship building, networking and collaboration skills. We're committed to building an inclusive team; we invite candidates of all backgrounds to apply.

The United LEAGUE and LINC Director is a part of the individual engagement team and reports to the Individual Engagement Officer. We offer a full benefits package and a hybrid work schedule of 3 days in office and 2 days remote after 90 calendar days of employment. A monthly cell phone reimbursement and mileage reimbursement is provided for this position with a starting salary range of \$68,500 - \$73,000 depending on relevant experience.

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 United LEAGUE and LINC 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.
- 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 United LEAGUE and LINC.
- Customize a year-round action plan for building relationships with current and prospective United LEAGUE and LINC 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.
- As assigned, lead and facilitate annual company campaign(s), 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.
- Collaborate with UWCI Strategic Communications to develop and implement a comprehensive communication plan, including social media in collaboration with the Social Media and Digital Communications Specialist, that strengthens prospective and current donor's knowledge of and connection with UWCI.

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- Strengthen the value of the UWCI brand experience by identifying and developing United LEAGUE and LINC volunteer opportunities in collaboration with Volunteer Engagement staff.
- Collaborate with the Community Impact team and funded partners to understand and effectively articulate how LINC and United LEAGUE dollars support the community and United to Thrive initiatives.
- Identify and assist in securing lead volunteers and executive champions and 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.

Competencies:

- **Relationship Building** – Ability to establish and maintain a good rapport and cooperative relationship with donors, volunteers, and coworkers.
- **Customer Oriented** – Desire to connect with and support 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, including event planning and management.
- **Equity understanding and integration:** Ability to incorporate the organization's strategic imperative around equity within areas of responsibility.
- **Presentation Skills** – Ability to effectively present information in front of a group.
- **Communication, Verbal** – 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.
- **Strategic thinking:** Ability to think and analyze situations and opportunities that lead to a clear set of goals, plans, and new ideas that advance business objectives.
- **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. Extensive experience in fundraising or revenue generation and managing volunteers can be considered in lieu of some education.

Experience:/Requirements:

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- Three to five years of fundraising experience required with additional experience in sales, marketing and public relations a plus.
- Volunteer management highly desired.
- Event planning and coordination.
- Social media knowledge and/or collaboration with social media colleagues
- Computer competent in Word, Excel, and database management.
- Working as a team member and independently.
- Access to own vehicle, valid driver's license and good driving record.

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 in need of an accommodation to apply for one of our jobs, please call 515-246-6516.