

United Way of Palm Beach County's Community Impact department is currently seeking to fill the full-time position of *Director of Community Impact*. Candidates may [apply online](#).

Please share this opening with your contacts. Thank you!

## **Director of Community Impact**

United Way of Palm Beach County is seeking applicants for the **Director of Community Impact**, whose role is to lead donors, volunteers, community leaders, nonprofit organizations, and other experts in developing and implementing community impact strategies.

### **Responsibilities**

- Develop funding priorities for each focus area
  - Research, analyze and synthesize pertinent data
  - Establish goals, strategies and outcomes
- Build coalitions around these funding priorities
  - Facilitate collaboration among agencies, donors and other key community stakeholders around the development and implementation of partnership initiatives or specific strategies
  - Participate on relevant community meetings, coalitions, task forces, and committees
  - Coordinate activities and communication with appropriate organizations, (i.e., state, county, local commissions, networks, councils, etc.) as they relate to the focus areas
- Facilitate the Request for Applications (RFA) process for investments in each focus area
  - Develop the RFA document, application and other related materials
  - Coordinate agency orientation and information sessions
  - Manage the volunteer review and allocation recommendation process
- Increase investment in these focus areas by expanding and diversifying our own development efforts and supporting those of others
  - Work with other departments to raise awareness and funds for programs by writing grants and meeting with corporate partners
  - Work with other departments to identify appropriate volunteer and community engagement opportunities including one-time and ongoing opportunities, skills-based volunteering, etc.
- Measure, communicate, and learn from the impact of our efforts
  - Manage adherence to United Way policies and standards for a portfolio of grants
  - Monitor the outcome evaluation process and provide consultative support
  - Prepare documentation and relevant reports
  - Work collaboratively with other departments to communicate the impact of United Way's investments to corporate and individual donors as well as the broader community
- Assist, as assigned by management, with the organization's disaster response efforts
- Perform other duties as opportunities are presented and/or assigned

### **Standards**

- Demonstration of outstanding interpersonal, meeting facilitation, presentation and organizational skills

- Ability to build consensus and facilitate collaboration, as well as the ability to build and sustain productive relationships with diverse individuals, groups, organizations and communities
- Excellent writing and editing skills
- Flexibility and ability to manage multiple projects, priorities and deadlines
- Ability to take initiative, work independently, think strategically and effectively problem solve
- Travel throughout Palm Beach County required

### **Core Competencies**

- Analytical Thinking
- Attention to Detail
- Planning and Organizing
- Project Management
- Strategic Thinking
- Teamwork
- Writing Skills

### **Education/Experience**

- Bachelor's degree required, social science, business or liberal arts preferred
- Minimum of five (5) years of related leadership experience in the human service field with program development, administration, fiscal oversight and comfort in collaborating with leaders, preferred
- Experience working in a team environment, managing/facilitating effective groups, developing collaboratives, and working with volunteers
- Knowledge of program evaluation methodologies and outcome measurement practices
- Knowledge of Microsoft Office products including Outlook, Word, Excel, and PowerPoint
- Experience analyzing and using data to inform and improve program performance and outcomes

### **APPLY ONLINE FOR THIS POSITION**

For a list of all current United Way of Palm Beach County position openings, visit <https://uwpbc.applicantpool.com/jobs/>.