

United Way Saint John, Kings & Charlotte

POSITION TITLE: Community Impact Manager

REPORTS TO: Executive Director

ROLE DESCRIPTION

The Community Impact Manager (CIM) will support the strategic direction and lead the United Way Saint John, Kings & Charlotte's impact and investment across our region. The CIM will oversee UWSJKC's community initiatives and projects. The individual will lead work to strengthen community partnerships and relationships with key stakeholders that focus on identifying and addressing the most pressing social issues in our area.

RESPONSIBILITIES

- Stay current with and understand social and community issues, assess government funding initiatives and policies, and recommend appropriate roles and responses for UWSJKC.
- Update our Community Investment Strategy based on identified needs and gaps and United Way priorities.
- Oversee the relationship with funded partners, including applications and process, ongoing support and reporting.
- Develop shared indicators and provide support for impact measurement with funded partners.
- Assist in community problem-solving initiatives and collaborative efforts with agencies, community organizations and funders with respect to relevant social service issues.
- Collect and/or conduct analysis of data, support the improvement of performance and quality indicators and inform strategic decision-making.
- Communications, reporting and storytelling to share with donors and key stakeholders.
- Building a plan for collective community action to address most pressing issues.
- Organize and facilitate capacity building opportunities for the non-profit sector
- Support activities that engage volunteers: Days of Caring, Community Needs projects, High Impact Volunteering and board involvement.
- Leading equity, diversity and indigenous collaboration work both internally and in community.
- Other tasks as needed.

REQUIREMENTS

- Bachelor's degree or equivalent experience.
- Strong passion for the work of United Way and for serving individuals and communities
- Understanding program evaluation and outcomes measurement
- Demonstrated project management skills
- Demonstrated relationship management expertise
- Extensive knowledge and understanding of the social services service network
- Highly developed analytical skills with ability to conduct research and use independent judgment to problem-solve
- A positive and proactive outlook with an ability to work within a multidisciplinary team to achieve common goals
- Excellent organizational skills and ability to follow through on tasks
- Ability to work independently and to allocate time and other resources effectively

- Strong written and oral communication and facilitation skills
- Ability to work with minimal supervision and to excel in a performance-based environment

REWARDS

- Being a part of a strong and innovative team.
- Member of a bargaining unit (CUPE local 5048).
- Competitive compensation.
- Flex time.
- This is a full-time, permanent position.
- Salary \$50,000-\$60,000

To apply send a cover letter and resume to alexya@unitedwaysaintjohn.com by September 9th, 2022.