

United Way of Greenville County Senior Manager, Public Policy & Advocacy

Reports to: Vice President, Systems Change and Innovation

FLSA Status: Exempt

Date Revised: January 2022

WHO WE ARE

Greenville County continues to draw national attention as a popular destination for visitors and a magnet for new development. Too many people do not share in the success we enjoy as a larger community—they have been left out or left behind. Right now, nearly 60,000 people are experiencing poverty in our county. As the largest poverty-fighting organization in South Carolina, United Way of Greenville County’s unique ability to take on challenges like affordable housing, education, job training, transportation and other complex community issues—all at the same time—is unmatched.

WHAT WE DO

We mobilize individuals and convene partner agencies, corporations, and community leaders to make broad, systemic change like no other organization can.

United Way values the abilities and perspectives that make each person who they are: empowering our employees to reach higher, think differently, act innovatively, and work collaboratively. People who work here provide the energy, expertise, and creativity that is critical to creating the lasting change our community needs—and the opportunities to succeed that everyone deserves.

As a funder, partner and convener, United Way of Greenville County works with the entire community to build resources, focus investments, and foster partnerships that create lasting solutions to big community problems.

Mission and Vision

Mission:

We mobilize people and resources to improve lives, strengthen the community and advance equity for the benefit of all.

Vision:

A Greenville County where all people have access to the opportunities to achieve their full potential.

Position Description:

UWGC’s Senior Manager of Public Policy & Advocacy advances the organization’s mission through policy and systems change efforts, using a variety of methods including coalition building, advocacy, thought leadership, research, and public awareness campaigns among our diverse network and partners. The main objective of Public Policy & Advocacy is to educate and mobilize networks of individuals and organizations to drive policy and systems change that will increase access and reduce barriers to higher earnings for low-income earning community members in the Greenville County region.

Public Policy and Advocacy is an emerging unit and UWGC will look to the Senior Manager to support the development of key strategies and objectives as well as metrics, impact goals, and organizational structures to enhance advocacy initiatives. This role requires an entrepreneurial individual who is comfortable and inspired by building a developing unit. The Senior Manager will work closely with our network of corporate, philanthropic, community-based partners, and policymakers to identify systemic problems and solutions as well as influence policy and systems change that positively impact all Greenville County residents. With support of the Community Impact department, the Senior Manager is responsible for producing annual advocacy agendas, research reports, expert testimony, informational briefings, advocacy actions as well as leading and supporting coalition building to identify challenges, design solutions, deploy resources and data, and drive policy and systems change. The Senior Manager will also support advocacy networks and coalitions with the infrastructure, relationship building, resource sharing, collaboration and organizing that is crucial to developing a broad-based network of support and action. The Senior Manager will align internal stakeholders around advocacy initiatives and contribute to grant proposals and reports to secure resources for the work.

Major Responsibilities

Strategic Leadership:

- Help shape the goals for UWGC's Public Policy and Advocacy work.
- Track progress against strategic goals, evaluate the impact of UWGC, and provide solutions to areas that require improvement.
- Collaborate with the Marketing & Communication department to develop and implement a communications strategy for policy and advocacy priorities.
- Collaborate with Corporate Giving & Philanthropy to increase corporate, donor, and affinity group engagement as advocates for UWGC policy and systems change efforts.
- Collaborate with Corporate Giving & Philanthropy to identify and support fundraising opportunities to sustain and grow UWGC.

Public Policy/Government Relations:

- Support the development of a public policy agenda that supports UWGC's organizational strategy.
- Present UWGC's public policy agenda to a wide variety of audiences, including government officials at all levels, community-based organizations, funders, businesses and UWGC staff, donors, and volunteers.
- Consistently meet with and maintain communications with elected and appointed officials and develop feedback loops to engage UWGC colleagues in these efforts.
- Position UWGC as a credible, trusted, nonpartisan source of information for policy makers.
- Publish short policy reports, blog posts, presentations and outreach materials, and other materials related to UWGC's policy and systems changes efforts.
- Document UWGC policy change successes and lessons learned to inform practice in the Upstate.
- Identify and research key local, state, and national policy issues and develop associated strategies.

Network/Coalition Building:

- Encourage and initiate collaboration between UWGC, community-based partners, businesses and other advocacy groups sharing similar advocacy goals and objectives including to convene stakeholders and working groups.
- Prepare position papers, conduct research, and provide public testimony for UWGC's priorities.
- Support the capacity-building of UWGC's network partners and allies to advance UWGC's policy priorities through education and skill-building workshops.
- Collaborate with other stakeholders to support and publish research to advance policy priorities.

Skills, Knowledge, and Experience:

- Position requires at least three years of public policy experience. A master's degree in political science, public policy, or another related field is preferred, but not required. Applicants with equivalent education and/or experience are encouraged to apply.
- Research and applied subject matter expertise in one or more of the following: housing, childcare, postsecondary education, transportation, and economic mobility in U.S.-based public policy.
- Understanding of public policy frameworks, legislative and budget processes at the city, county, and state level.
- Working knowledge reading, writing, and analyzing legislation and city, county, and state budget preferable.
- Demonstrated experience in policy analysis, research and producing effective written communications.
- Experience with large, multi-organization coalitions and democratic consensus-building process preferable.
- Strong verbal and written communications with exceptional attention to detail.
- Highly developed interpersonal and communication skills and strong ability to build partnerships and establish a leading voice on coalitions.
- Ability to both work independently and be a team player.
- Ability to handle multiple projects and quickly "change gears" as needed.

Key competencies

- Strategic Focus
- Deep Listening & Empathy
- Relationship Oriented
- Collaboration
- Critical Thinking & Creative Problem Solving
- Effective & Engaging Communicator
- Embracing & Managing Change

Mental & Physical Demands- ADA Guidelines				
Physical Demands				
Stand	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Walk	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Sit	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Handling / Fingering	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Reach Outward	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Reach Above Shoulder	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Climb	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Crawl	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input checked="" type="checkbox"/> N/A
Squat or Kneel	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Bend	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Lifting Requirements				
10 pounds or less	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
11 to 20 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
21 to 50 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
51 to 100 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
> than 100 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input checked="" type="checkbox"/> N/A
Pushing and Pulling Requirements				
12 pounds or less	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
13 to 25 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
26 to 40 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
41 to 100 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
> than 100 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input checked="" type="checkbox"/> N/A
Definitions				
N/A	Not Applicable	Activity is not applicable to this occupation		
O	Occasionally	Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)		
F	Frequently	Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)		
C	Constantly	Occupation requires this activity more than 66% of the time (5.5+ hrs/day)		

HOW TO APPLY

Submit your resume and cover letter directly to talent@unitedwaygc.org with **Senior Manager, Policy & Advocacy** in the subject line. Qualified candidates that bring a diversity of thought, experience and background are encouraged to apply.

United Way of Greenville County offers competitive compensation based on prior experience and qualifications as well as comprehensive benefits in order to best support our people. Benefits we offer include: health, dental and vision insurance where United Way of Greenville County pays generously towards the cost of these benefits for eligible employees and their families.

United Way of Greenville is an equal opportunity employer and value diversity. All employment is decided on the basis of qualifications, merit and business need.