



United Way
of Greenville County

UNITED WAY OF GREENVILLE COUNTY DIRECTOR OF COMMUNITY INITIATIVES AND INVESTMENTS

Reports to: Vice President of Community Impact
Direct Reports: VITA Program Manager, Client Services Specialist
FLSA Status: Exempt, Full-Time
Date Revised: April 2023

WHO WE ARE

Greenville County continues to draw national attention as a popular destination for visitors and a magnet for new development. Despite our success, many people experience a different Greenville. 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 (UWGC) 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 on its own.

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.

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

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

Impact: 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.

POSITION SUMMARY:

The Director of Financial Stability is a key member of the Community Impact Team with responsibility for strengthening and managing relationships with community stakeholders working to achieve the United Way Theory of Change. The Director of Financial Stability also strives to achieve positive outcomes by leveraging individual and organizational relationships.

Key Relationships:

External: United Way funded partners, foundation staff, Greenville County's corporate, civic, volunteer, community, and religious leaders. Local, state, and federal agency leaders and key staff. United Way state and national network leaders.

Internal: Volunteer groups associated with Financial Stability, including Community Impact Committee, and United Way staff.

ESSENTIAL RESPONSIBILITIES

This is not a contract. No information in this document will alter the At-Will Employment Relationship.

Investment and Impact Management

- Serves as a strategic community liaison providing leadership to UWGC strategic community partners funded in financial stability, including participation in the investment process.
- Leads UWGC Community Impact teammates to implement financial stability programmatic initiatives, execute detailed project plans, and ensure resource accessibility/availability to achieve equitable outcomes.
- Serves as a thought leader in financial stability by identifying and championing strategies, communicating UWGC's strategic direction and investment priorities, and demonstrating impact to external audiences.
- Strategically leads programs and aligns processes for UWGC's signature financial stability initiatives, Opportunity Center and Volunteer Income Tax Assistance (VITA) program, to further UWGC's community impact.
- Researches, collects, and utilizes data and best practices to identify solutions that enhance financial stability of low-income community members.
- Cross-functionally, develops and oversees measurement framework to ensure documentation of targets and regularly scheduled review of data measuring Community Impact program efficacy. Evaluates progress and determines if recalibration is necessary. Ensures that problems are addressed quickly, and appropriate measures are taken in partnership with the Vice President of Community Impact.

Relationship Management

- Develops and builds relationships that bring partners and stakeholders together to influence positive change in the financial stability ecosystem.
- Maintains knowledge of current and evolving community needs, resources, trends, and best practices. Participates in appropriate internal and external committees.
- Ensures frequent and ongoing input from the community.
- Maintains a current understanding of and effectively articulates United Way of Greenville County's *How We Win* strategy, impact initiatives, and results.
- Convenes and connects relevant influencers to develop strategic and programmatic partnerships that help low-income community members become financially stable. Manages and navigates often complex, multi-faceted relationships with public, private, funded, and unfunded partners.
- Creates and maintains a culture of collaboration, trust, and accountability between community partners and United Way staff. Be an effective ambassador of United Way programs and initiatives

Internal Leadership

- Provides oversight, guidance, and coaching to direct reports.
- Proactively responds to and resolves issues regarding funding, staffing, capacity, local community need, and other barriers.
- Advises fundraising teams in securing resources and aligning grant funding.
- Works with teammates to develop an annual line-item budget for financial stability initiatives. Provides oversight and monitoring for initiative budgets.
- Performs other duties as requested by supervisor.

EDUCATION AND EXPERIENCE

- Bachelor's degree in a related field.
- Five to five seven years of related professional experience.
- Experience in team leadership and management, strategic thinking, program development and implementation, volunteer management, research, evaluation, and report writing.
- Strong written communication skills.
- Experience with meeting facilitation, public speaking, and training.
- Knowledge and use of current Microsoft Office and its applications. Database experience a plus.

Mental & Physical Demands- ADA Guidelines

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Physical Demands				
Stand	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Walk	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Sit	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Handling / Fingering	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Reach Outward	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Reach Above Shoulder	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Climb	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Crawl	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Squat or Kneel	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Bend	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Lifting Requirements				
10 pounds or less	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
11 to 20 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
21 to 50 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
51 to 100 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
> than 100 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
Pushing and Pulling Requirements				
12 pounds or less	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
13 to 25 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
26 to 40 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
41 to 100 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> N/A
> than 100 pounds	<input type="checkbox"/> Constantly	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input 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 to talent@unitedwaygc.org with “Director of Financial Stability” in the subject line.

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 employees and their families.

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