

United Way of Greater Rochester Career Opportunity



Join the team!

United Way of Greater Rochester is a dynamic and collaborative work environment comprised of dedicated professionals who care about making our community a better place. Join our team and serve Greater Rochester with your time and talent.

Mission

Our mission is to unite the goodwill and resources of the Greater Rochester community so that everyone can thrive. That means that our team is committed to working with local donors, businesses, not-for-profit program partners, municipalities and people in need to make this community stronger and more vibrant together.

Values

Our core values define who we are and how we serve our community together. United Way and our team members are caring, trustworthy, collaborative, innovative, respectful and results-oriented.

Job Title: Director of Leadership Development and Equity

FLSA Classification: Exempt
Reports to: Chief Operating Officer

Position Summary: United Way has worked to build a more equitable community for decades by providing Leadership Development Programs to marginalized communities to increase board and leadership representation. The Director of Leadership Development and Equity will expand on this work to provide leadership and vision to advance diversity, equity and inclusion, both internal and external of the organization. The Director will lead, convene, implement and collaborate on, initiatives including: Leadership Development Programs, internal change teams, and collaborative community programs. Developing our community's current and future leaders and helping local organizations become equity-focused is critical to building a better tomorrow for the Greater Rochester region.



Essential Functions:
Equity, Diversity, and Inclusion:

- Develop, execute and track 3 Year Strategic Plan related to racial equity and justice initiatives and organizational goals. Responsible for meeting the goals and communicating progress to the organization.
- Ensure the organization's work in the community is equity-focused and is seen through an equity lens. Review external deliverables to implement changes to achieve this goal (ie. funding strategies, grantmaking, workplace campaign presentations, marketing deliverables, etc.)
- Lead the internal Inclusion Council. The Inclusion Council is a collaborative, diverse team of employees from different departments dedicated to advancing inclusion at United Way.
- Continue to embed racial equity principles into United Way operations in partnership with the Leadership Team and staff teams
- Represent United Way at community tables focused on diversity, equity and inclusion to share learnings and support community efforts when possible
- Develop strategic partnerships with community impact partners to further equity initiatives
- Serve as a resource for community partners to help move equity work forward (partner non-profit organizations, businesses, Leadership Development Program alums etc.)
- Serve as an equity resource for corporate partners, donors, United Way Board, committees, and cabinets
- Analyze challenges and barriers, draft strategies and collaborate on solutions to accomplish equity initiatives and measurable results
- Utilize experiences in community engagement, leadership, coalition building, and other related skills
- Contribute to the development and monitoring of performance indicators for equity (internal/external)

Leadership Development Programs

United Way of Greater Rochester hosts and supports leadership development programs to broaden participation and provide diversity and inclusion in local leadership positions, on boards and committees, and in volunteer service positions. More than 2,000 local people have graduated from these programs over their 30-year history.

- Oversee seven Leadership Development Programs: The African-American Leadership Development Program, Latino Leadership Development Program, Emerging Leaders Development Program, Pride Leadership Development, Union Community Assistance Network, Asian Pacific American Leadership Development Program and Development of Indian-American Leaders Program.
- Collaborate with steering committees
- Develop and implement Leadership Development business plan



- Work with Leadership Development Program graduates, non-profit organizations, networks and charitySTRONG (online board matching platform) to increase board placement and service for alumni. Develop goals for placement to achieve, track and communicate to sponsors, internally and with community.
- Provide leadership and counsel to the Leadership Development Coordinators.
- Collaborate with Leadership Development Coordinators on curriculum, recruitment strategy, business plan, supporting events, etc.
- Create sponsorship plan to increase sponsorship for programs. Develop measures of successes of the programs for sponsors to elevate sponsorships. Secure revenue/sponsorships to sustain and grow the programs.
- Develop and implement recruitment strategy to identify new businesses and organizations that would benefit from having employees participate in the Leadership Programs. Identify non-workplace individuals to participate.
- Create and implement strategy to increase alumni engagement & facilitate connections with not-for-profit boards
- Collaborate with area programs including Leadership Rochester & CLIMB Leadership Program
- Provide opportunities for alumni engagement and philanthropy
- Partner with United Way's Marketing and Communications department for recognition, ceremonies and events
- Serve as resource for businesses and other leadership programs
- Data collection and analysis of programs and alumni
- Consistently demonstrate the values and mission of the United Way
- Contribute to team effort by performing other duties as needed/assigned

Competencies

- Equity-related expertise
- Project manager
- Time management
- Interpersonal and conflict resolution skills
- Organizational skills and attention to detail
- Group facilitation experience
- Experience managing budgets
- Experience working with community based organizations
- Strong communication skills (written/verbal) and active listening
- Strong interpersonal skills
- Public speaking/presentation skills
- Self-directed
- Identify measurable outcomes
- Emotional intelligence
- Perseverance

Supervisory Responsibility

Oversight of the Leadership Development Coordinators



Travel

Some local travel may be required. Rare overnight travel for trainings or conferences may be required.

Required Education and Experience

Bachelor's Degree with 5 years or more years of leadership experience in equity or equivalent combination of education and experience. Experience in conducting and leading equity initiatives.

Preferred Education and Experience

Master's Degree with at least seven years of experience of leadership experience in equity or equivalent combination of education and experience. Experience in leading development and training programs.

In support of the ADA, this job description lists only the responsibilities and qualifications deemed essential to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

United Way of Greater Rochester is an Equal Opportunity Employer. This policy prohibits discrimination on the basis of sex, race, gender, color, religion, creed, national origin, age, marital status, sexual orientation, disability, genetic predisposition, veteran status or status as a member of any other protected group or activity.

Candidates can apply online at:

<https://www.uwrochester.org/About-Us/Join-Our-Team>