



Job Description

Community Investment Director

Responsible to: President

Purpose of Position

The Community Investment Director, reporting to the President, is a collaborative, results-driven leader responsible for advancing United Way Blackhawk Region's community impact goals and strategies. This role helps drive the organization's evolution into a community problem-solving organization focused on improving health, youth opportunity, and financial security across the region.

The Community Investment Director leads the development and execution of United Way's impact strategies by building strong cross-sector partnerships and supporting collaborative, community-led solutions. Serving as appropriate in a "backbone" role within partnerships, this role facilitates alignment, communication, and shared accountability among partners, connects resources to priority needs, and leverages data to drive measurable outcomes.

Grounded in the principles of the Thriving United Way Framework, the Community Investment Director brings a strong belief in the power of collaboration, shared measurement, and continuous learning to address complex community challenges and create lasting change.

Duties and Responsibilities

1. Community Impact

- Advance United Way's Thriving Communities framework by supporting community-led strategies that improve health, youth opportunity, and financial security.
- Exhibit adaptive leadership across collaborative, cross-sector partnerships in order to establish a shared commitment to United Way and the community's vision.
- Build and strengthen cross-sector partnerships that align community priorities, resources, and actions to drive measurable, long-term outcomes.
- Provide goal-setting, benchmarking, facilitation and results-based accountability for Community Impact Council volunteers and partners
- Use data and best practices to guide strategy, measure progress, and drive continuous improvement.
- Partner with communications staff to translate impact into clear, compelling stories.
- Support effective use of impact and data systems to track outcomes and inform decision-making.

2. Strategy

- Apply deep knowledge of the Thriving United Way Framework and collective impact practices to guide community engagement and impact strategies.
- Foster innovation and continuous improvement by encouraging new approaches, shared learning, and a culture that supports thoughtful risk-taking.

- Use data and community insight to inform strategy, guide decision-making, and strengthen relationships with partners and stakeholders.
- Build and support a diverse, inclusive network of volunteers and partners aligned around shared community outcomes.
- Collaborate with the President and Board leadership to advance United Way's visibility, impact, and long-term community change priorities.

3. General

- Advance community awareness and engagement by representing United Way in regional initiatives and partnerships that strengthen community connection and impact.
- Deliver a consistent, values-driven United Way brand experience across all interactions.
- Engage people not only in advocacy and volunteerism for United Way but also in giving to support the United Way mission.
- Operate efficiently and collaboratively, fostering a culture of teamwork and shared accountability.
- Maintain flexibility to support occasional evening or weekend activities.
- Perform additional duties as assigned to support organizational priorities.

Position Requirements

- Bachelor's degree or the equivalent in related experience
- A minimum of five years progressively responsible experience in United Way or human service field; knowledge of program development, continuous improvement, community relations, project and volunteer management
- Skilled communicator, both written and interpersonal; active listener, ability to relate with a diverse group of individuals or organizations in an effective manner
- Confidence and humility to ask questions, admit and address challenges, and "fail forward"
- Strategist with proven success in plan execution; collaborative leader, problem solver and consummate professional
- Strong desire and aptitude to be part of a team environment
- Valid driver's license required, as well as access to reliable insured automobile to be used for work-related travel throughout the Blackhawk Region

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

- Ability to sit and/or stand for extended periods of time. Intermittent physical activity including bending, reaching and prolonged periods of sitting.
- Ability to lift light objects, usually no more than 8 lbs. in weight.
- Ability to utilize close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.
- Ability to move about and communicate effectively with a diverse membership and employee group.

- Ability to accomplish the described responsibilities through the use of computers and technology.
- Ability to work in a changing, challenging and fast paced environment with varying stress levels.
- Ability to travel to other locations within the geographical area. Occasional business travel elsewhere may be required.