



United Way of Idaho Falls
& Bonneville County

United Way of Idaho Falls and Bonneville County (UWIFBC) is a nonprofit agency that harnesses the power of community members working together to create lasting change to critical community issues. United Way fights for the health, education and financial stability of every person in every community.

Job Title: Community Impact Manager
Reporting to: CEO
Salary: DOE, Full-time, Exempt, with the ability to maintain a flexible work schedule.
Position Objective: Community impact will work toward long lasting, meaningful community change in the 7 counties UWIFBC serves by developing relationships, building strategic partnerships, and managing the performance of key programs. This position focuses on expanding services in UWIFBC's impact priorities including; early education, mental health and healthcare access, food insecurity, and affordable housing through a living wage.

Duties and Responsibilities:

- Manage the development, implementation, and operations of the Community Programs, including expansion and collaborative partnerships.
- Initiates and fosters partnerships with school district, community volunteers, and others to ensure the growth and sustainability of the organization's programs; acts as liaison to local networks or organizations affiliated with UWIFBC's programs.
- In collaboration with colleagues, lead development of grant strategies and processes to support Community Impact work.
- Supervise AmeriCorps staff.
- Develops, implements, and coordinates evaluation of UWIFBC-managed programs and reports results to the CEO and BOD.
- Researches and provides data supporting the need for UWIFBC's programs.
- Support social media and marketing with posts, articles and press release about impact work.
- Additional duties as needed.

Community Assessments • Create, organize, facilitate and implement Community Assessment, Community Outreach project • Cross train volunteers, staff and board to develop knowledge of all Community Impact programs/products • Support the management of external committees related to assessment and outreach project.

Requirements:

- Positive attitude and ability to work as part of a team
- Minimum two (2) years successful experience with nonprofit organization
- Must demonstrate initiative
- Proficiency in Microsoft Office Suite of applications
- A strong background in event planning
- Strong organizational and time management skills
- Grant writing experience



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Position Qualifications:

- Bachelor's degree preferred in public policy, social services, communications, or marketing.
- Prior experience in non-profit fundraising or equivalent work related experience.
- Demonstrate effective oral and written communication, public speaking, organizational and interpersonal skills.

Competencies: To perform the job successfully, an individual should demonstrate the following competencies to perform the essential functions of this position and achieve high-performance.

- Mission focused – the ability to create real social change that leads to better lives and healthier communities.
- Relationship oriented – an understanding that people come before process and is astute in cultivating and managing relationships toward a common goal.
- Collaborator – understands the role and contribution of all sectors of the community and can mobilize resources through meaningful engagement.
- Results driven – dedicated to shared and measurable goals for the common good, creating, resourcing, scaling, and leveraging strategies and innovations.
- Brand Steward – a steward of the brand and understands his/her role in growing and protecting the reputation and results of the greater network.
- Adaptability – the individual adapts to changes in the work environment, manages compelling demands and can deal with frequent change, delays, or unexpected events.
- Strategic Relationships: Building and maintaining effective relationships in the community.

Must have valid driver's license, automobile insurance, and a reliable vehicle.