

EXECUTIVE DIRECTOR UNITED WAY OF POSEY COUNTY

Mission Statement: *Our Mission . . . The United Way of Posey County will provide visionary leadership to assess community needs, mobilize resources, and direct those resources toward services which enhance quality of life for people living in Posey County.*

Position: Executive Director of United Way of Posey County

The Executive Director serves as the chief professional officer of the United Way of Posey County and administers, coordinates and directs the organization's operations within the framework of the organization's policies and by-laws. This includes managing staff and volunteers, community building, fund-raising, fund distribution and communications activities. The scope of the position is broad, requiring leadership and significant relations with persons at all levels within the public, private and voluntary sectors.

Reports to: The Board of Directors of the United Way of Posey County.

Supervises: United Way of Posey County Technology and Administrative Assistant and any other employees who may be hired in the future as well as volunteers for the organization.

Description: The Executive Director is the leader of the organization, establishing a vision for Community Impact that is achieved through the efforts of staff and volunteers.

The Executive Director is the Chief Mobilizer, leveraging the power of relationships and networks, and works across private, public and corporate sectors to improve conditions in the community.

The Executive Director possesses a high level of broad business and managerial skills and is effective at generating resources and financial support of the organization.

The Executive Director is dedicated to shared and measurable goals established with the Board of Directors within protocols of United Way Worldwide.

The Executive Director is responsible for building trust in United Way and its relevance in the community. They value network and strive to leverage United Way's breadth of community presence, relationships, and strategy.

The Executive Director is a visionary with the qualities of effective leadership including strong communication, managerial, organizational, marketing, fund raising and negotiating skills. The position will oversee and manage the key operations of the United Way including, but not limited to, resource development (fundraising and relationship building), community investment (allocation), and community impact programming.

Desired Qualifications:

- Prior experience in the nonprofit sector.
- Confidence and excellence in Public Speaking
- Written and verbal communication skills.
- Financial, accounting and bookkeeping experience. Experience using QuickBooks a plus.
- Passion and commitment to social services and community development
- Strong ties to and commitment to Posey County Indiana

Compensation:

Competitive Salary based on Experience
Negotiated stipend for Medical Insurance