

Executive Director

The Executive Director of St. John United Way will be mission-driven, collaborative and a visionary leader. The scope of this position is broad, requiring the Executive Director to establish and maintain significant relationships with corporate and major donors, nonprofit partners and the St. John community. A primary focus of the role is to advance and grow the work of community impact in basic needs, education, financial stability, and health. This position will serve as the ambassador which includes connecting with a constituency of givers, businesses, nonprofits, education partners, government officials, program participants and others. In partnership with the Board of Directors, the Executive Director will develop strategic goals and long-term visioning. Develop and facilitate opportunities for our stakeholders and community to thrive and build upon past success.

Primary areas of responsibility include but are not limited to:

- Provide goal-oriented leadership
- Ensure positive public relations
- Establish organization's direction in partnership with the board of directors
- Responsible for systematic planning of the organization's operations and programs
- Oversee and report on the organization's results to the board of directors
- Prepare accurate and timely analyses that capture and communicate fundraising results
- Support board development
- Exercise responsible financial management
- Act as the liaison between stakeholders
- Ability to earn the trust, confidence and respect of the community
- Promote organizational development
- Comply with corporate legal and ethical standards

QUALIFICATIONS

- Bachelor's degree preferred
- Fundraising experience
- A history of building successful result-oriented partnerships and collaboration
- Experience in diversifying revenue, increasing philanthropic support and grant writing

SALARY/BENEFITS

- Salary and benefit package will be negotiated with the successful candidate

HOW TO APPLY

- Submit resume and cover letter to lbrady@stjohnunitedway.org
- **Application deadline is May 10, 2022**