



## 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 dynamic 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: Chief Impact Officer

**FLSA Classification:** Exempt  
**Reports to:** President & CEO

United Way of Greater Rochester is establishing a Chief Impact Officer position to set and drive overall strategic investments and partnerships to fulfill the agency's mission to unite the good will and resources of the Greater Rochester community so that everyone can thrive.

### Summary

The Chief Impact Officer is a new position created within United Way of Greater Rochester. The Chief Impact Officer is a senior level position and reports to the President/CEO. This role will have overall strategic and operational responsibility for ensuring an integrated approach to community impact efforts. The Chief Impact Officer will provide inspirational leadership to develop and implement efforts to advance the agency's goals and solutions with a focus on community leadership through systems change. The position will be part of the senior leadership team that drives the overall strategy for the organization.

The Chief Impact Officer will lead the Community Impact Team, which is engaged in framing issues, community impact initiatives, advocacy, evaluation and grant writing. This team is responsible for developing and advancing the community impact



strategic framework and program investments. This role maintains strong knowledge of community issues and cultivates relationships in the nonprofit, public and private sectors to inform, leverage and maximize the use of resources and effective community solutions.

The Chief Impact Officer will oversee the development and application of approaches for advancing community impact, including: convening partners, building coalitions, forging common agendas, organizing community awareness, initiating grants and leveraging resources.

This position provides leadership in developing, promoting and maintaining solid community collaborations with corporations, foundations, school systems, United Way agencies, other non-profits, and state, federal and local government partners. Successful candidates must have the professional presence and depth and breadth of experience to credibly represent United Way of Greater Rochester and our community partners.

Success also requires a commitment to high functioning partnerships within all areas of the organization including donor relations, operations, data analytics, marketing, and volunteer engagement. This position requires a commitment to being data informed in developing and executing strategies, with clear metrics and outcomes identified. The Chief Impact Officer oversees the United Way of Greater Rochester evaluation process defining what is measured to demonstrate impact and working with partners to learn from findings to improve overall impact.

**Key Responsibilities:**

- Directs all allocations, fund distribution processes and community investment strategies as they align with the goals and strategies of United Way
- Leads and manages the strategic community investment strategy evaluation process of the organization to ensure successful program outcomes and effective strategies
- Oversees and/or facilitates partnerships that engage public, private and philanthropic institutions in collective action
- Maintains a working knowledge of significant innovations, developments and trends in the field both inside and outside the United Way network
- Builds and manages high-level agency relationships to impact community stakeholders, including, but not limited to, agency alignment, evaluation, capacity building and partnerships
- Develops and oversees grant making programs and community leadership strategies that advance the agency's mission, vision and strategic plan



- Establishes and periodically reviews, in cooperation with the President and CEO, Board of Directors and the leadership team, strategies and initiatives designed to meet United Way's community goals
- Represents United Way at external events and community tables/committees advocating on our behalf while educating stakeholders about community needs and solutions
- Manages the United Way Provider Agreements including: annual update review, annual grant award and agreement compliance
- Nurtures internal department collaboration to ensure integration of Community Impact initiatives across all departments
- Recruits, trains and provides support to volunteers of the Community Impact Cabinet
- Leads, directs, coaches and supervises a high performing Community Impact team to achieve strategic goals and objectives for United Way
- Consistently demonstrates the values and mission of United Way Greater Rochester
- Performs other duties as assigned

### **Competencies**

- Leadership
- Strategic thinker
- Mission-driven
- Innovative
- Analytical/Problem Solver
- Business Acumen
- Communication
- Creative
- Ethical/Credible
- Goal Oriented
- Initiative
- Relationship Management

### **Supervisory Responsibility**

Manages the Community Impact team members

### **Physical Demands/ Work Environment**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Travel**

Local travel is required. There is occasional out of town travel.



### **Education Requirements**

- A bachelor's degree in business administration, social work, public administration or related field. A master's or doctoral degree with relevant experience is preferred.

### **Position Requirements**

- Minimum of seven years of senior leadership and staff supervision experience in a non-profit, corporate, or similar organization with a level of complexity and visibility consistent with United Way of Greater Rochester
- Experience with developing and executing strategic plans
- Experience in communicating in a persuasive, credible manner, in person, in digital settings, and in writing and presentations
- Strong analytical and evaluative skills
- Knowledge of the nonprofit sector and experience in leading and facilitating teams and cross sector community coalitions
- Ability to contribute to the broader leadership of the organization through active participation as a member of the senior leadership team.
- Integrity and ability to represent United Way credibly, professionally, and with a strategic vision
- Proven success navigating and leading cross-functional teams and cross-community partnerships to elevate partner and organization efforts
- Expertise in developing complex logic models and program evaluation frameworks
- Computer proficiency in all Microsoft components

All submissions are confidential. Please email your resume and cover letter to [hr@uwrochester.org](mailto:hr@uwrochester.org) with a description of how your qualifications and experience match the Chief Impact Officer position.

In support of the ADA, this job description lists only the responsibilities and qualifications deemed essential to the position.

United Way of Greater Rochester is an Equal Opportunity Employer. This policy prohibits discrimination on the basis of sex, race, 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.

Physical Requirements/Work Environment



Activity	% of Time Performing Task			
	Rare 0-30%	Occasional 30-60%	Frequent 60-90%	Constant 90-100%
Hand/ Eye Coordination	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sitting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bending Over/ Stooping	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crawling/ Kneeling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reaching Overhead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crouching	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Balancing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Climbing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pushing/ Pulling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thrusting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Push/ Pull Max Force</b>	<b>Rare 0-30%</b>	<b>Occasional 30-60%</b>	<b>Frequent 60-90%</b>	<b>Constant 90-100%</b>
0-20 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-39 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40-50lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Verbal Communication</b>	<b>Rare 0-30%</b>	<b>Occasional 30-60%</b>	<b>Frequent 60-90%</b>	<b>Constant 90-100%</b>
Face-to-Face	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
On the Phone	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group Setting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Hand Movement</b>	<b>Rare 0-30%</b>	<b>Occasional 30-60%</b>	<b>Frequent 60-90%</b>	<b>Constant 90-100%</b>
Repetitive Motion	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grasping	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finger Dexterity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Hearing Requirements</b>	<b>Rare 0-30%</b>	<b>Occasional 30-60%</b>	<b>Frequent 60-90%</b>	<b>Constant 90-100%</b>
Face-to-Face	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
On the Phone	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group Setting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



	% of Time Performing Task			
<b>Vision</b>	<b>Rare 0-30%</b>	<b>Occasional 30-60%</b>	<b>Frequent 60- 90%</b>	<b>Constant 90-100%</b>
Face-to-Face	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Teleconference	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group Setting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Preparing/ Analyzing Figures	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Color Distinction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visual Inspection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Carrying</b>	<b>Rare 0-30%</b>	<b>Occasional 30-60%</b>	<b>Frequent 60- 90%</b>	<b>Constant 90-100%</b>
1-10 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11-24 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25-35 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36-50lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
> 50 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Work Conditions</b>	<b>Rare 0-30%</b>	<b>Occasional 30-60%</b>	<b>Frequent 60- 90%</b>	<b>Constant 90-100%</b>
Working in Confined Spaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exposure to Dust/ Fumes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exposure to Chemicals/ Gases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equipment/ Machines	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working From Heights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safety/ Clothing Equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Noise Levels	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Night/ Dark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Driving a Vehicle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>