



United Way
of Greater Rochester
and the Finger Lakes

UNITED WAY OF GREATER ROCHESTER AND THE FINGER LAKES CAREER OPPORTUNITY

JOIN THE TEAM!

United Way of Greater Rochester and the Finger Lakes is a dynamic and collaborative work environment comprised of dedicated professionals who are driven to make our community a better place. Join our team and make an impact serving our region with your time and talent.

MISSION

Our mission is to unite the goodwill and resources of our 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 individuals to make this region stronger and more vibrant together.

VALUES

Our core values define who we are and how we serve our community. United Way and our team members are caring, collaborative, equity-driven, innovative, respectful, results-oriented, and trustworthy.

JOB TITLE: COMMUNITY IMPACT ASSOCIATE

FLSA CLASSIFICATION: Exempt

REPORTS TO: Director of Community Impact

SUMMARY

The Community Impact Associate is a member of the Community Impact (CI) Team and is responsible for supporting the strategies that achieve positive measurable results in assigned focus areas of funding for United Way's portfolios. This position is responsible for supporting both Impact and Innovation Grants which involve investments in immediate and emerging community needs. The Community Impact Associate is responsible for keeping current on relevant data and research related to assigned impact area (Education, Economic Mobility, and Health). This position is also responsible for monitoring and reporting agencies' progress toward deliverables, supporting capacity building of funded agencies, and fostering and maintaining strong relationships with community stakeholders for the overall good of the community. This position also manages Project Uplift across counties.

ESSENTIAL FUNCTIONS

- Responsible for supporting the Economic Mobility portfolio of funded agencies in achieving measurable results in alignment with the overall impact agenda
- Responsible for managing Project Uplift in a multi-county setting - including but not limited to strategy development, planning and prioritizing, problem solving, decision making, funding, evaluating and analysis, meeting deadlines, meeting goals and desired outcomes
- Responsible for approaching and engaging organizations in innovative ways to engage client/community voice to identify needs and create solutions

- Partners with funded agencies to track program results, to monitor budget needs, to support deliverables, and to share results to amplify impact
- Maintains an awareness of goals and objectives and navigates solutions towards desired ends, while maintaining relationships and supporting consensus. Uses all available information appropriately to guide decisions and negotiations to meet objectives, while acting with integrity
- Supports the application process for funding from partner agencies for impact and innovation grants
- Assists the Community Impact Specialists with identifying lessons learned from evaluation findings and is a thought partner for recommendations to agency partners, community stakeholders and the CI team
- With the support of the Community Impact Specialists, facilitates communication and interaction among the program stakeholders
- Collaborates with internal departments, including the Marketing and Communications team and the Resource Development team, to further United Way's community impact strategies and community focus. Works cross functionally with Rochester Monroe-Anti Poverty Initiative and Systems Integration Project where applicable to align with community focused initiatives and projects to improve the lives of community members
- Consistently demonstrates the values and mission of United Way
- Performs other duties as assigned

SKILLS AND COMPETENCIES

- Collaborative/team player
- Cultural humility and the ability to work with multiple stakeholders of a variety of backgrounds, internally and externally
- Knowledge of community work in the areas of education, health and economic mobility
- Visionary skills- ability to think of the large picture while also having the ability to see smaller scope and attention to detail
- Ability to make decisions independently using good judgment, and is able to ask for help/support when needed
- Adept in learning technology and systems
- Good communication skills- verbal, written, and presentations
- Mission and community driven
- Good interpersonal skills and ability to apply skills to influence and build trust, create bonds with a variety of individuals and maintain their engagement

SUPERVISORY RESPONSIBILITY

None

TRAVEL

Local travel may be required

EDUCATION AND EXPERIENCE

An Associate's degree in human services or related field from an accredited program with a minimum of 2 years of experience in human services or related field; or 4 years of experience; or an equivalent combination of education and/or experience.

HOW TO APPLY

Candidates may apply online at: <https://unitedwayroclx.org/about-us/join-our-team/>

In support of the ADA, this job description lists only the responsibilities and qualifications deemed essential to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. United Way of Greater Rochester and the Finger Lakes 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, gender expression, disability, genetic predisposition, veteran status or status as a member of any other protected group or activity.