SENIOR DIRECTOR OF FAMILY PROSPERTIY

Reports to: Chief Community Impact Officer

ABOUT TULSA AREA UNITED WAY

Tulsa Area United Way (TAUW) unites people and resources to improve lives and strengthen communities. Since 1924, TAUW has raised and invested nearly $925 million to assist people in need in Creek, Okmulgee, Osage, Rogers, Wagoner, and Tulsa counties. TAUW, along with our Nonprofit Partners, community collaboration initiatives, social innovation grants, and support for the 160 programs within our nonprofit community, work to advance the common good by focusing on the four pillars of a better quality of life – healthy community, youth opportunities, financial security, and community resilience. Thousands of amazing volunteers, hundreds of companies, and area leaders partner with our great team to stay focused on the mission of uniting people and resources to improve lives and strengthen our communities.

Our team members enjoy a flexible work environment, built on transparency, trust, and community stewardship. We offer a competitive total rewards package. Visit our website at tauw.org to learn more.

ROLE OF SENIOR DIRECTOR OF FAMILY PROSPERITY

The Senior Director of Family Prosperity serves on the Community Impact team. The Community Impact (CI) department leads 211 of Eastern Oklahoma, Data and Research, Advocacy, and Grantmaking/Investments for nonprofit organizations and programs throughout TAUW's eight county service areas. The Sr. Director provides leadership and coordination across TAUW's community impact work to ensure key organizational strategies, partnerships, investments, advocacy efforts and outcomes are aligned to the advancement of family prosperity and improving opportunities for ALICE (Asset Limited, Income Constrained, Employed) households.

This position serves as a connector, strategist, and convener, working across the organization to strengthen collaboration among community partners, employers, public agencies, educational institutions, funders, and service providers. The Sr. Director helps translate strategic priorities,

data, and outcomes into coordinated action, ensuring resources, partnerships, and systems are working together to create measurable change for families across TAUW service areas. The Sr. Director leads existing and emerging programming in alignment with family stability programming and will manage strategic partnerships with existing funders in this space. The Sr. Director will lead development and management of a new grants portfolio of partner nonprofit organizations in alignment with TAUW's strategic priorities related to working families and family stability. A key part of this work will involve volunteer management, as part of TAUW's approach to community-led grantmaking.

The Sr. Director conducts strategic education and outreach as it relates to their work, representing TAUW throughout the year, interacting directly with community partners, public officials, legislators, donors and volunteers.

CORE RESPONSIBILITIES

- Lead creation, implementation and management of strategic grantmaking stream focused on ALICE, family stability and prosperity.
- Active participant of the Community Investment Cabinet, lifting diverse voices and family experiences to TAUW community-led grantmaking practices.
- Monitor progress toward TAUW and community strategic objectives and recommend adjustments to improve effectiveness and outcomes.
- Direct and manage the Siemer Foundation partnership and associated partners related to programming; includes setting strategy, analyzing program data, submitting reports and relationship management.
- Explore, cultivate and secure additional funding partners for Family Prosperity grant partnerships.
- Serve as leading member of the Advocacy council and team, guiding strategic actions, education, and connection to program needs affecting TAUW's approach to public policy, systems and legislative actions; includes policy analysis and messaging support across TAUW and our partners.

- Track and evaluate progress of strategic initiatives, maintaining metrics to demonstrate quality, impact, effective use of resources, program benefits and outcomes/outputs of stated investments
- Serve as active member of Community Impact team and Expanded Executive Leadership Team, working independently and collaboratively to adhere to timelines, deliverables and meeting milestones for the department; making recommendations for quality improvements when needed.
- Establish and maintain high-quality relationships with TAUW partner nonprofits, community leaders and other stakeholders.
- Serve as an active representative of TAUW; includes participation in campaign-related or other community events across the nonprofit and private sectors
- Conduct community-based presentations or trainings related to strategic initiatives, investments and programming, as needed
- May supervise seasonal staff or volunteers within the Community Impact department, directing activities of professional and/or technical staff members and volunteers, as needed
- Guide the Chief Community Impact Officer and Executive Leadership Team to establish or implement departmental policies, goals, objectives or procedures
- Assist the Chief Community Impact Officer and leadership team with vetting new partnerships and funding opportunities, departmental strategy, thought leadership, and other departmental activities as assigned

QUALIFICATIONS

Education and Experience

- Bachelor's degree from an accredited college or university is required
- Five-to-seven years of related work experience required
- Working knowledge of or experience working with state agencies and systems to access public benefits on behalf of people seeking services (e.g. SNAP, Medicaid)
- Experience working and engaging across various and diverse community groups, delivering on collaborative projects and initiatives for mutually beneficial efforts

- Exceptional attention to detail, responsiveness and high-quality customer service is required
- Ability to prioritize needs and deadlines in fast-paced highly responsive environment
- Demonstrated ability to develop and maintain successful working relationships with nonprofits, volunteers, and fellow members
- Experience in database management or data systems is preferred
- Ability to engage, lead, motivate and manage diverse staff, community partners, leaders and volunteers
- Excellent written communication and public speaking skills is required
- Experience is preferred in any of the following areas: data management and analysis, policy analysis, project management, volunteer management, program evaluation, nonprofit operations
- Comfortable with a balance between "creation mode" to address complex problems, and then "action mode" to execute solutions
- Ability to plan, organize and facilitate meetings and presentations
- Ability to take initiative, working independently and as part of a team
- Knowledge of nonprofit partners and the community served by TAUW is highly preferred; might include knowledge of local nonprofit landscape of Tulsa, Creek, Delaware, Okmulgee, Osage, Mayes, Rogers or Wagoner counties
- Familiarity with program and organizational budgets
- Proficient use of Microsoft office suite (Word, PowerPoint, SharePoint, Outlook, Excel)
- Bilingual preferred

Working Conditions

- Day-to-day work will be conducted in an office setting.
- Some travel required
- TAUW hosts multiple events throughout the year which are held in both indoor and outdoor locations.
- Working occasional evening and weekend hours is necessary due to after-hours and volunteer schedules; however, the regular workweek schedule at TAUW is 37.5 hours, taking this into consideration.

- Interactions beyond staff include communications with volunteers, donors, leaders and staff of nonprofit organizations, board, cabinet, and committee members, and the general public.

TULSA AREA UNITED WAY EQUAL EMPLOYMENT OPPORTUNITY POLICY

Tulsa Area United Way shall not engage in prohibited discrimination on the basis of race, ethnicity, national origin, color, sex, sexual orientation, gender identity and expression, religion, age, disability, genetic information, veteran or military status, or any other prohibited discrimination based upon legally protected categories and/or characteristics.

This Policy applies to employment decisions including, but not limited to, recruitment and employment, promotion, demotion, transfer, compensation, selection for training, discipline, layoff, termination and other privileges and conditions of employment. Implicit in this policy is the commitment of Tulsa Area United Way to maintain a place of employment which is free from sexual and other types of harassment.