

Position: Senior Director of Network Partnerships
Department: Collective Impact
Reports to: Vice President, Collective Impact Partnerships
Date Prepared: February 2019

THE ORGANIZATION

United Way of Salt Lake (UWSL) has made a promise to our community—to change the odds so all children and their families have the same chance to succeed in school and life. We have adopted a unique approach to community problem-solving called collective impact, which allows us to directly engage with communities. Our workplace is fast-paced, friendly, and adaptive. At UWSL we believe in celebrating success, learning from failure, and ambitious goals. Our wages are competitive; the benefits package is comprehensive; perks like flexible schedules and staff parties make every day unique.

POSITION

The Senior Director of Network Partnerships convenes, facilitates, and helps build collective action among a set of partners. The role will lead a team of junior partnership facilitators focused on reducing education and health disparities based on race, ethnicity, gender, and income. Our efforts start early childhood and extends through postsecondary education, health, and financial stability.

KEY RESPONSIBILITIES

1. Lead a team of partnership facilitators and sit on CI department leadership team
 - a. Support 3-4 partnership facilitators to design and implement processes that help groups achieve more equitable outcomes
 - b. Leverage change management, team development, and continuous quality improvement expertise to support team members in leading transformational change
 - c. Provide leadership, mentorship, and learning and development support for partners and staff in terms of their change management, team development, and continuous quality improvement skills
 - d. Collaborate with department leadership to align work across roles, set department strategy, and execute on that strategy
 - e. Participate in engaging investors in our work by providing content to support UWSL and partnership marketing/communication and grant proposal/report development efforts.
2. Convene and Facilitate Outcomes-Focused, Collaborative Working Groups
 - a. Cultivate relationships with community stakeholders, including teachers, parents, students, residents and leaders in education, business, faith, nonprofit, philanthropic, and civic sectors.
 - b. Provide facilitation, strategic thinking, and project management to the activities of one or more outcomes-focused partnership groups
 - c. Work with other partnerships to ensure collective action toward measurable results
 - d. Expertly manage group logistics, data, processes, and collateral
3. Engage in Rigorous Continuous Improvement Processes
 - a. Work with partners to quantify target population, desired outcomes, and success criteria
 - b. Assess the current conditions, including the outcome's performance over time and the partners that are working toward the outcome

- c. Plan, execute, and monitor interventions against outcomes and lead partnership to modify practices based on findings
 - d. With support from a data team, equip partnerships with the data and analytics to know where and how to invest their time, effort, and financial resources
4. Results Accountability
 - a. Work with partners to develop a set of performance measures for each relevant program, strategy, or intervention
 - b. Provide coaching for partners conducting improvement cycles
 - c. Establish personal and group norms that allow partners to feel highly accountable to reduce disparities based on race, ethnicity, income, and gender
5. Support our partnership's leadership body, the Promise Partnership Regional Council (PPRC)
 - a. Work in two-way communication with PPRC members to advocate for necessary systems change
 - b. Develop the Promise Partnership's annual report card to the community
 - c. Oversee the Network Directors' roles in supporting the PPRC's subcommittees
 - d. Prepare materials, talking points, and presentations for bi-monthly PPRC meetings

ESSENTIAL COMPETENCIES

- Ability to convene a group of partners from different agencies and inspire them to engage in systematic cycles of analysis and action that improve outcomes for students and families
- Ability to hold honest conversations that lead to shared goals and aligned actions
- Foster trust and open communication with diverse partners
- Recognize and address conflict and concerns
- Proactively, constructively, and creatively problem solve
- Help draw connections and alignment between ideas, programs, initiatives, and partners
- Interact comfortably with both hierarchical high-level leaders and students and residents from diverse backgrounds
- Synthesize information and simplify complexity
- Locate, disaggregate, and use data to forecast, structure conversations, and make decisions
- Address disparities related to race, ethnicity, income, and other factors
- Confidence and humility to ask questions, admit and address challenges, and "fail forward"

MINIMUM REQUIREMENTS

- Bachelor's degree (or equivalent work experience) in public health, communication, sociology, or related field. Master's degree, or equivalent work experience, preferred
- 3-4 years of directly applicable experience
- 2-3 years supervisory experience
- 1-2 years working with data and database systems
- Proficient with Microsoft and Google suites

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met to perform the essential functions of this position. The employee is regularly required to communicate clearly in oral and written formats and must be able to transcribe, read extensively, and prepare and analyze data and figures. Typically, the employee may sit comfortably to do the work; however, there will be some walking, standing, bending, carrying light items, use of office equipment, etc. Special physical demands are not required to perform the work.

BENEFITS

This is an exempt position with full benefits; salary commensurate with experience.

APPLY

Please visit UWSL's [Employment Opportunities](#). A complete application will include a resume and cover letter. You may contact jobs@uw.org if you have any questions regarding employment opportunities.

NOTE: The statements in this position description are intended to describe the general nature and level of work being performed but are not to be seen as a complete list of responsibilities, duties, and skills required of the person employed. Also, the statements do not establish a contract for employment and are subject to change at the discretion of the employer.