

# UNITED WAY OF GREATER CHATTANOOGA

## Job Description



United Way  
of Greater Chattanooga

<b>POSITION TITLE:</b>	<b>DIRECTOR OF STRATEGIC PARTNERSHIPS</b>
<b>FLSA STATUS:</b>	Full Time / Exempt
<b>DEPARTMENT:</b>	Community Investments
<b>REPORTS TO:</b>	Vice President of Community Investments
<b>SUPERVISES:</b>	Program Manager(s)
<b>SALARY:</b>	\$70,000-\$80,000

### Job Summary:

The Director of Strategic Partnerships at United Way of Greater Chattanooga (UWGC) will be responsible for the strategic development, management, and execution of large-scale grant-funded programs and initiatives that align with United Way's impact goals: ensuring opportunities for all children, enhancing economic mobility for families, and fostering a more connected community. This role will participate in the entire initiative lifecycle—from proposal development with the grant writing team to program implementation and compliance monitoring—while ensuring these programs align with the organization's strategic objectives. The Director will manage key partnerships and lead collaborative efforts to maximize community impact.

### Key Responsibilities:

#### 1. Program Strategy and Development

- a. In coordination with UWGC's grants team, participate in the development of high-quality proposals for government grants that align with United Way's impact goals.
- b. Design, implement, and evaluate programs that support opportunity for all children, economic mobility for families, and community connectivity, with a particular focus on efforts supporting ALICE families with children using a 2-generational approach.
- c. Develop and implement strategies for scaling and sustaining effective grant-funded programs.

#### 2. Program Execution and Compliance

- a. Oversee the implementation of grant-funded programs, ensuring compliance with government requirements, funder requirements and United Way's standards.
- b. Establish and monitor performance indicators aligned with the UWGC's results-based accountability and equity frameworks and ensure timely reporting to funders.
- c. Coordinate with internal and external auditors to ensure all programs meet financial and regulatory compliance standards.

### **3. Partnership and Collective Impact Management**

- a. Cultivate, manage, and grow relationships with key partners across government, nonprofit, and private sectors.
- b. Lead and participate in collective impact initiatives and foster cross-sector collaboration to drive community change.
- c. Represent United Way in community meetings, policy discussions, and other forums related to funded initiatives and impact priorities.

### **4. Team Leadership and People Management**

- a. Manage a team responsible for executing grant-funded programs, providing guidance, support, and development opportunities.
- b. Promote a culture of excellence, accountability, and continuous learning within the team.
- c. Collaborate with internal departments to align resources and expertise with program needs.
- d. Lead by example and demonstrate UWGC's core values (We Before Me; Be the Stretch; Challenge the Process; Impact is our Business; Own It; Live United Not Divided) in all their internal and external relationships

### **5. Project Management and Organizational Alignment**

- a. Utilize project management best practices to ensure efficient and effective program implementation.
- b. Develop and monitor work plans, budgets, and timelines for all grant-funded programs.
- c. Align grant-funded programs with United Way's broader organizational goals and impact priorities.

#### **Qualifications:**

- Bachelor's degree in Public Administration, Nonprofit Management, Business Administration, or a related field; Master's degree preferred.
- Minimum of 7 years of experience in nonprofit program management, with a focus on government grants and funding.
- Proven experience in managing large-scale, complex projects with multiple stakeholders.
- Strong organizational skills and strategic thinking abilities.
- Demonstrated experience in people management and team leadership.
- Knowledge and experience in collective impact models and community-based partnership management.
- Exceptional project management skills, with a track record of successful program delivery.
- Thorough knowledge of regulatory and compliance requirements for government-funded programs.

#### **Key Competencies:**

- **Strategic Thinker:** Ability to align program objectives with broader organizational impact goals to generate scalable results. Demonstrated success in translating strategy into action.
- **Organizational Leadership:** Capable of inspiring a team to achieve high performance and deliver exceptional results.
- **Partnership Development:** Skilled in building and maintaining productive relationships with diverse stakeholders.
- **Results-Driven:** Demonstrates accountability, adaptability, and a focus on delivering high-impact results. Exhibits experience using data to measure impact and drive decisions.

### **Supervisory Responsibility**

This position is directly responsible for leading managers of the division and indirectly responsible for all employees within the division.

### **Position Type/Expected Hours of Work**

This is a full-time position, and hours of work and days are Monday through Friday, 8:30 a.m. to 5 p.m. Occasional evening and weekend work may be required as job duties demand. UWGC does have flexible work arrangements available.

**If you are interested in applying for this position, please send your cover letter and resume to [tammymccallie@uwchatt.org](mailto:tammymccallie@uwchatt.org).**

*Updated: November 2024*