



**Job Title:** Senior Director Partnerships & Investments

**Department:** Community Impact

**Reports To:** VP, Community & Collective Impact

**Salary:** Starting at \$60,000, commensurate with experience

**FLSA Status:** Exempt, Full-time

**Core Hours:** M-F, 8 AM-5PM

**Revision Date:** January 2026

**Work Model:** Hybrid – based in Spartanburg, SC

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## **SUMMARY**

Senior leadership team role developing and managing United Way of the Piedmont's (UWP) strategic capacity-building initiatives, including advocacy, AmeriCorps programs, community investment, and community education and training. Build and maintain partnerships with community stakeholders, local government, funders, nonprofits, and other external partners to advance the work of UWP. Collaborate with senior leadership team for organization-wide decision-making, including budget development and oversight in partnership with the Board of Directors.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

### Advocacy

- Represent the organization in advocacy meetings and initiatives, including the United Way Association of South Carolina Public Policy Day.
- Develop and implement an advocacy agenda aligned with organizational goals.
- Coordinate the work of the Advocacy Committee and engage stakeholders effectively.
- Cultivate and maintain relationships with elected officials at the local and state levels.
- Deliver presentations and testimony in support of advocacy efforts.
- Monitor and analyze policy developments relevant to the organization's mission.

### AmeriCorps Programs (State/National & VISTA)

- Serve as Director for AmeriCorps grants and supervise the AmeriCorps Program Coordinator.
- Attend and contribute to AmeriCorps meetings and planning sessions.
- Ensure program milestones, deadlines, and grant compliance requirements are met.
- Develop and drive strategic direction for AmeriCorps initiatives.



- Build and sustain partnerships to expand program reach.
- Develop and manage AmeriCorps program budgets, including SAM.gov registration.

#### Community Investment

- Lead the Community Investment process on a three-year cycle with partner and community input.
- Coordinate annual progress reporting and maintain Results-Based Accountability dashboards.
- Communicate regularly with funded partners to ensure alignment and progress.
- Drive continuous improvement of the Community Impact Agenda on a 5-10 year cycle.
- Manage the annual Emergency Food and Shelter Program (EFSP), including compliance oversight.

#### Community Education & Training

- Plan and facilitate trainings such as Board Basics, Advocacy 101, Poverty Simulations, and ALICE presentations.
- Organize panels, presentations, and workplace engagements as needed.
- Facilitate nonprofit capacity-building opportunities, including collaborative sessions with Joint Funders.
- Manage budgets for all training and educational programs.

#### Statewide 211 and ALICE Partnerships

- Manage partnerships with statewide 211 and ALICE programs.
- Collaborate with program leadership to align services with community needs.
- Monitor and evaluate program impact and identify opportunities for improvement.
- Serve as primary liaison to stakeholders, fostering collaboration and innovation.

### **CORE & LEADERSHIP COMPETENCIES**

- **Mission-Focused:** Understands how the role advances UWP's mission and vision of a united community where everyone thrives.
- **Effective Communicator:** Communicates clearly, persuasively, and diplomatically across diverse audiences; serves as a compelling spokesperson.
- **Collaborative Leader:** Builds alignment across systems, sectors, and stakeholders.



- **Results-Driven:** Sets, pursues, and tracks measurable goals; embraces innovation and continuous improvement.
- **Brand Steward:** Demonstrates integrity, professionalism, and ethical conduct; protects and enhances the UWP brand.
- **Adaptability & Efficiency:** Thrives in fast-paced environments; manages multiple priorities with organization and urgency.

## EDUCATION & EXPERIENCE

- Bachelor's degree required; master's degree in Education, Public Administration, Social Work, Nonprofit Management, or related field preferred.
- Minimum 5-7 years of experience in collective impact, systems change, education, workforce development, community engagement, or nonprofit leadership.
- Demonstrated experience leading cross-sector partnerships and advancing shared outcomes.
- Experience managing complex initiatives, multiple partners, and measurable results.
- Familiarity with the StriveTogether framework and the ability to develop the expertise, relationships, and systems needed to establish Union Uplifted as a StriveTogether partnership.

## OTHER REQUIREMENTS

- Strong project management skills with the ability to manage multiple priorities and shifting timelines.
- Proficient in Microsoft Office Suite; experience using AI tools to increase productivity.
- Ability to learn and use other technologies and systems for relationship management and virtual convening
- Willing and able to work a flexible schedule, including occasional early mornings and evenings.
- Comfortable working in a hybrid environment.
- Valid driver's license and access to reliable transportation throughout the workday.



## WHY JOIN US?

- Competitive benefits
  - Insurance: We offer medical, dental, and vision insurance. Employee-only dental and vision coverage, as well as supplemental life/AD&D insurance, short-term disability insurance, long-term disability insurance, and two employee assistance programs, are provided at no cost.
  - Retirement: 401k with 3% safe harbor contribution and up to 2% discretionary employer match.
  - Time away from work: 13 annual holidays, paid annual vacation time accrued based on tenure, paid annual sick leave, up to 4 weeks of paid family care leave and 4 additional weeks of unpaid family care leave.
  - Earned Wage Access: We partner with ZayZoon, an employee benefit that gives you instant access to your wages ahead of payday.
- Flexible work environment
- Supportive and caring team
- Opportunity to make a difference in our community

## OUR COMMITMENT TO OPPORTUNITY FOR ALL

We believe that everyone deserves the opportunity to thrive. And that means everyone.

- We value the visible and invisible qualities that make you who you are.
- We welcome that every person brings a unique perspective and experience to advance our mission and strengthen health, youth opportunity, community resiliency, and financial security across our community.



- We believe that each United Way community member, donor, volunteer, advocate, and employee must have access to solving community problems.
- We strive to include practices promoting access and involvement of all community members at the center of our daily work.
- We commit to using these practices for our business and our communities.

## **PHYSICAL DEMANDS and WORK ENVIRONMENT**

This role includes a variety of activities such as sitting, standing, talking, and using a computer or phone. Occasionally, tasks may involve reaching, bending, kneeling, or lifting and moving items up to 25 pounds. The work environment is typical of an office setting, with moderate noise from phones, printers, keyboards, and visitors. It also involves working at a desk, computer terminal, or in conference rooms.

We are committed to creating a workplace where everyone feels included. If any of these tasks or conditions present challenges, we're happy to explore reasonable accommodations to support your success and comfort in this role.

*The United Way of the Piedmont has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent an expressed or implied contract of employment nor does it alter your at-will employment, and the United Way of the*



*Piedmont reserves the right to change this job description and/or assign tasks for the employee to perform, as the United Way of the Piedmont may deem appropriate.*

## HOW TO APPLY

We know that not everyone checks every box on a job description, and that's okay! If you're excited about this role and believe you could contribute to our team, we encourage you to apply. We value diverse skills, experiences, and perspectives, and we're committed to building a workplace where everyone feels they belong.

United Way of the Piedmont is an Equal Opportunity Employer and Employer of National Service, AmeriCorps, Peace Corps, and other National Service. Alumni are encouraged to apply.

To apply, please email your resume, cover letter, and salary requirements to

[hr@uwpiedmont.org](mailto:hr@uwpiedmont.org).