

**LIVE UNITED**



# Position: President and Chief Executive Officer

**UNITED WAY OF SOUTHEASTERN CONNECTICUT**

**JOB SPECIFICATION**

January 29, 2021

# Position: President and Chief Executive Officer

## THE ORGANIZATION

At the core of United Way of Southeastern Connecticut is the work provided by the 42 programs in 23 partner agencies. These respected nonprofit organizations are home to programs which together with other United Way programs and initiatives (such as the Gemma E. Moran United Way/Labor Food Center, Project Warm-Up, Day of Caring, the New London County Fund to End Homelessness, and New Capacities: Norwich ), American Red Cross CT Chapter's Armed Forces Emergency Services and Disaster Services, and United Way 2-1-1, provide the building blocks for a good quality of life for people in our community.

Its mission is “to inspire and coordinate the generosity and commitment that sustains a united, thriving community.” In 1962, the United Fund of Norwich and the Community Chest of Groton, New London, and Waterford merged to form United Community Services of Southeastern Connecticut, Inc. In 1975, the organization changed its name to United Way of Southeastern Connecticut and since then has raised money each year to support the community. In 2019, United Way raised more than \$4.335 million to address health and human services needs in New London County and support partner programs and initiatives through an allocations process based on needs, efficiency, and outcomes. The Board of Directors of the United Way is currently made up of 22 active and involved local leaders.

## UNITED WAY OVERARCHING STRATEGIC FOCUS

The United Way Board of Directors convened in late 2018 to identify the strategic direction of the organization and agreed to four goals: align the organizational structure and processes to achieve our vision and mission, continually reassess the strategies we use to gain and deploy resources, best position the Gemma E. Moran United Way/Labor Food Center to eliminate food insecurity and optimize our investments to best address community needs.



### STRATEGIC FOCUS

- Align organizational structure and processes to achieve our mission and vision
- Continually reassess the strategies we use to gain and deploy resources
- Best position the Gemma E. Moran United Way/Labor Food Center to eliminate food insecurity
- Optimize our investments to best address community needs

The organization is steadfast in its resolve to keep operation costs low, to build more resources for those in need, and to move toward making a major impact and positive change in social conditions. It has a fine and dedicated board of directors who keep in touch with the needs of the region and who take pride in the strategic work of an extremely dedicated staff of caring individuals who help support United Way.

United Way of Southeastern Connecticut is located in a historic farmhouse in Gales Ferry, Connecticut at 283 Stoddards Wharf Road. The Gemma E. Moran United Way/Labor Food Center is located at 374 Broad Street, New London, Connecticut.

## THE SEARCH

United Way of Southeastern Connecticut is seeking a dynamic leader to provide innovative leadership to its fundraising and fund distribution programs. The successful candidate will be skilled at building a strategic vision and forging collaborative relationships, while having a passion to make a positive difference in the lives of people in New London County. Key areas include helping children to thrive, providing basic human needs, and promoting independence and community wellness with an emphasis on financial stability, homelessness, and food insecurity. The



candidate must be excited by a role with high demands and be able to collaborate effectively with volunteers, partner agencies, community leaders, and stakeholders. The President/CEO champions the vision of United Way to build a community united in its efforts to ensure that individuals and families achieve their full potential. The President/CEO must have the ability to build consensus and convene multiple partners in efforts that produce specific deliverable and demonstrable outcomes.

## ESSENTIAL FUNCTIONS OF THE POSITION

The President/CEO will be expected to uphold the United Way vision and mission and oversee the entire operation of UWSECT within the guidelines of the annual budget as adopted by



the Board of Directors. This includes being responsible for the successful oversight, management and strategic growth of UWSECT including the Gemma E. Moran United Way/Labor Food Center. The successful candidate must have the ability to work well with diverse groups of people; effectively lead a team approximately twenty-five (25) staff members, including as direct reports the senior leaders and an office administrator; and have the ability to manage employees in a union-represented workplace under a collective bargaining agreement. The President/CEO should have demonstrated expertise in building strategies that harness the talent within an organization.

The ideal candidate will be skilled at building a long-term strategic vision for the organization and be engaged in strategic planning to establish priorities for the organization, identify gaps in United Way's current service response, and initiate new



relationships with agencies, programs, funders, and donors to address these gaps. The President/CEO will be an active participant in a variety of results-driven community coalitions and collaboratives that address priority needs that impact New London County.

This person will also help identify new initiatives and projects, bring current research, public policy, community relationships and knowledge of priority communities to influence United Way initiatives. To achieve this the President/CEO will coordinate and align multiple partner organizations and community resources, and represent United Way at community meetings, agency events, funders' collaboratives, and statewide and local coalitions/task forces etc. The successful candidate must be proficient in attending to detail with the ability to organize, prioritize, and effectively lead within a team setting. The candidate must be able to manage a cross-functional team structure to ensure United Way's priorities and goals are being met. This position requires the ability to prepare reports summarizing key data on a regular basis for board members, staff and volunteers.

### **ADDITIONAL ABILITIES**

The ideal candidate will have significant fundraising experience with a proven record of cultivating donors and soliciting major gifts. The President/CEO needs to possess strong written/verbal communication skills, and an enthusiastic, optimistic attitude to build strong relationships at all levels. This position requires the use of courtesy, tact, and discretion. The successful candidate should possess strong analytical skills as well as a strong business acumen. The President/CEO will champion UWSECT's role as a

backbone organization in partnerships and be familiar with the application of collective impact principles and strategies that leads to community level change.

### THE IDEAL CANDIDATE

The ideal candidate should have experience in the region or be familiar with the nonprofit sector in New London County. This person must provide positive, inspiring leadership to staff, volunteers, and community members to move toward positive outcomes.

### MINIMUM QUALIFICATIONS

The President/CEO position requires a minimum of Master's degree and 7+ years of relevant experience, including senior leadership role(s). Experience with United Way is desirable but not required.

### HOW TO APPLY

United Way of Southeastern Connecticut is a progressive equal opportunity employer. Women, people of color, and persons with disabilities are strongly encouraged to apply. For immediate consideration, please send a cover letter and resume to [searchcommittee@uwsect.org](mailto:searchcommittee@uwsect.org). Please put "**President/CEO**" in the subject line. All resumes will be treated with confidentiality.

**The deadline for submitting material is February 26, 2021. This will be a timely and efficient process.**

