

UNITED WAY OF THE MID-SOUTH
Job Description

JOB TITLE: Program Director, *Driving The Dream*

DEPARTMENT: Community Impact, Program: *Driving The Dream*

REPORTS TO: Chief Strategy Officer (CSO)

POSITION SUMMARY:

United Way of the Mid-South (UWMS), through our *Driving the Dream (DTD)* initiative, is committed to fostering the development of a more connected and integrated network of agencies to address poverty in the Mid-South. To do this, *DTD* is creating, facilitating, and monitoring an accountable system of care, comprised of agencies whose staff are trained in a client-centered model, which utilizes a multi-domain assessment tool and is undergirded by a shared data platform. This framework is a collaboration across a wide array of programs and services, with the goal of improving the effectiveness of service delivery by seamlessly, intentionally, and efficiently moving individuals and their families toward economic self-sufficiency and other life goals which they, the clients, identify.

The *DTD* Program Director will lead this important effort with primary responsibility for the model implementation and day-to-day operational oversight. This role is a unique, entrepreneurial opportunity to help create and cultivate a completely new system delivery paradigm that leads to a healthier and more prosperous community.

ESSENTIAL JOB FUNCTIONS:

1. Provide hands-on oversight and leadership of the *DTD* model implementation.
2. Regularly review *DTD* data and performance metrics to identify opportunities for improvement, partner support needs and infrastructure development.
3. Identify and promote opportunities for shared learning across the *DTD* network.
4. Collaborate closely, engage, and continuously co-develop program elements with contracted consultants
5. Lead and manage *DTD* staff.
6. Ongoing project management.
7. Provide ongoing research regarding best practices in the field and a commitment to promoting continuous learning and skill building among the UWMS *DTD* team.
8. Identify funding and resources to sustain the *DTD* efforts and assist with grant writing as needed.
9. Establish effective working relationships regarding *DTD* with stakeholders including leaders and practitioners in the human services field, corporate and foundation donors, and elected officials.
10. Serve as a *DTD* primary spokesperson to the general public, funders, stakeholders and media to raise awareness about people living in poverty, and presenting the case and argument for *DTD*
11. Represent the organization at events sponsored by UWMS, member agencies, and community organizations and on relevant committees.
12. Serve as a point of information and resource for fellow staff members, agencies, businesses, and the general public (within UWMS guidelines).
13. Perform other work as assigned.

QUALIFICATIONS:

- Advanced degree from an accredited college or university in a social science, business or relevant field, plus at least four (4) years' experience in a management or executive level position in human services. At a minimum, a Bachelor's degree with extensive demonstrated experience in the human services sector.
- Senior-level leadership experience with documented accomplishments
- Demonstrated successful track record in building programs and teams leading to successful results.
- Experience supervising a team of human services professionals.
- Experience in research, analysis, evaluation and formal writing. Grant writing experience desired.

- Demonstrated commitment to the field and a passion for serving under-served and under-resourced individuals, families and/or communities; particularly people living in poverty.
- Desire to serve as an integral leader at an established community institution in the midst of a unique period of change and transition.
- Not just tolerance for, but enjoyment of, working with a degree of ambiguity during this entrepreneurial period of transformation and ability to help others successfully move through this change.
- Commitment and experience promoting a results-oriented approach to human services program design and implementation.
- Respected leader in human services field, with sufficient *gravitas* and demonstrated credibility within the sector, or a demonstrated ability to cultivate such a reputation.

KNOWLEDGE, SKILLS AND ABILITIES:

- Sector-specific intellectual/conceptual fluency in human services philosophy, policy and practice.
- Commitment to best practices in leadership and management.
- Ability to take initiative to develop and execute plans with limited oversight while also possessing sound judgement to ask for help when needed and to “manage up” as required.
- Strong interpersonal skills with a demonstrated ability to communicate effectively in writing and orally, including making speeches and presentations.
- Strong emotional intelligence that is brought to bear within the organization and in working with grantees, donors, and other community partners. Strong cultural competency.
- Reputation for being someone others “want to work with.”
- Solutions-focused orientation with a strong sense of diplomacy.
- Central positive outlook and resilience.
- Keen analytical and critical thinking skills.
- Quick learner, possessing superior judgement.
- Ability to communicate across all levels of the operation with a great degree of respect and collegiality.
- Good sense of humor and ability to work well under pressure.

SPECIAL REQUIREMENTS:

Must have driver's license and reliable transportation.

As an entrepreneurial, start-up endeavor, this role may require occasional late night and weekend work, and would require this sort of flexibility.

BENEFITS:

Compensation for this role will be commensurate with experience. UWMS provides an excellent benefits package for full-time employees including paid time off, health/dental insurance, retirement plans, and an engaging work environment.

APPLICATION PROCESS:

Qualified applicants should send cover letter, resume, and three references (with phone numbers) to the attention of **careers@uwmidsouth.org**. Please be sure to reference the position for which you are applying in the subject line of your correspondence. For more information about United Way of the Mid-South, please visit us online at www.uwmidsouth.org.