

## DIRECTOR OF COMMUNITY SCHOOL PARTNERSHIPS

**Position:** Director of Community School Partnerships  
**Hiring Organization:** United Way of Salt Lake Salt Lake City, UT  
**Department:** Collective Impact  
**Reports to:** Vice President, Collective Impact Partnerships  
[www.uw.org](http://www.uw.org)

### ORGANIZATION BACKGROUND AND EVOLUTION

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. Our role has evolved from primarily a fund-raising, fund distribution organization to what it is today—a community problem-solving organization dedicated to advancing the education, income and health of our neighborhoods and communities to ensure that every child succeeds every step of the way, from cradle to career.

UWSL has adopted a unique approach to community problem-solving called Collective Impact. Collective Impact brings many different sectors together to find new and innovative ways to address challenges and develop lasting changes.

UWSL is committed to excellence. We have adopted high standards of accountability and operate with integrity and transparency. We provide outstanding customer service.

### WORK ENVIRONMENT

UWSL's work environment is fast-paced, friendly, committed, nonpartisan, and ever changing. Employees are dedicated, appreciated and recognized for their efforts, and all levels of personnel are engaged in the work daily. We offer competitive wages and a generous, comprehensive benefit package. Our focus is on high level results – communicating, aligning and integrating around our organizational goals.

### POSITION OVERVIEW

The Director of Community School Partnerships develops, supports, and supervises (in close collaboration with school principals) Community School Directors in one geographic region. He or she also helps develop relationships with community leaders in these geographies, supporting “collective impact” partnerships and playing a “backbone” role within those partnerships – building trust and strong relationships, facilitating planning, decisions and action; fostering constant communication; connecting and aligning strategies and resources; and fostering innovation through the use of shared data, measurement and accountability.

### KEY RESPONSIBILITIES

1. **Leadership:** Play an “adaptive leadership” role both in supporting Community School Directors, and in working with partner agencies and school principals.
2. **Support:** provide strategic and consistent support Community School Directors in their work of integrating and aligning strategies within a school setting using the Community School framework and Collective Impact processes.
3. **Trusting and Strong Relationships:** Build trust and commitment among partners and principals to work together for the long-term vision in which every child is healthy, achieves academic success through college, and lives within a financially stable family.
4. **Collaborative Facilitation and Action:** Facilitate collaborative decision-making, planning, and evaluation to help Community Schools move forward in accomplishing both short-term tasks and long-term results.
5. **Constant Communication:** UWSL is committed to large scale social change, which by nature entails complex, interrelated variables affecting the lives of children and their families. In this environment, communication is imperative, both internally among staff and externally with schools and partners.
6. **Assist Community School Directors in Continuous Improvement and Data Driven Decision Making:** Collective Impact and Community Schools are built on a foundation of Continuous Improvement and using data to drive decisions. In this regard, the Director of Community School Partnerships supports principals, schools, and Community

School Directors in a variety of ways around data, including: making data accessible & actionable, identifying successful practices and working towards rapid replication, and fostering a philosophy of Continuous Improvement.

7. **Internal Collaboration:** Work collaboratively with the CI team, and with the Resource Development and Marketing Departments to communicate the impact of UWSL initiatives to corporate and individual donors, as well as the broader community, and to raise resources by writing grant proposals and making presentations to individuals and groups.
8. **Connect UWSL with national Community Schools movement:** Stay connected and be involved with community schools initiatives across the country. Including speaking at conferences and sharing UWSL's work with local and national organizations.
9. Performs other duties as assigned.

## POSITION REQUIREMENTS

### A. Knowledge:

- UWSL's vision, purpose, objectives, roles, and "theory of change," including the principles of **Collective Impact**
- The framework and philosophy of Community Schools (see National Center for Community Schools or Coalition for Community Schools)
- School environments, operations, and core components including : tier I, II, and III interventions; summative and formative assessments, teacher Professional Learning Communities (PLCs), and the achievement gap as it relates to low income schools.

### B. Skills:

- Results-based facilitation and collaborative problem solving
- Presentation and communication in front of groups
- Organization and follow through
- Coalition-building / community organizing
- Data processing, use, and visualization (MS Excel)
- Simplification of complex information
- Ability to simultaneously hold two or more competing frameworks in mind and work towards resolution
- Ability to interact comfortably with decision makers and other individuals in positions of authority

### C. Abilities:

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|--|---------------------------------------|
| • Adaptive leadership ( R. Heifetz, A. Grashow, M. Linsky) | • Optimistic realist                  |
| • Solution-oriented mindset and strategic thinking         | • Flexibility                         |
| • Working collaboratively in a team                        | • Emotional intelligence              |
| • Active listening   | • Prioritization                      |
| • Decision making  | • Humility                            |
| • Inspire and motivate others                              | • Organized, productive, and thorough |
| • Willing to learn and apply lessons learned               | • Lead out on projects                |
|  | • Bilingual in Spanish (preferred)    |

## MINIMUM QUALIFICATIONS

- Bachelor's degree in a relevant field (i.e. Social Science, Humanities, etc.)
- Experience working within a Community School (preferred)
- Candidates *must pass* UWSL and school district background check to hold this position

## SALARY INFORMATION

This is an exempt position that pays \$54,000-\$63,000 per year depending on experience.

## TO APPLY

Send complete applications to [jobs@uw.org](mailto:jobs@uw.org). Complete applications include a cover letter, resume, and employment application. Employment applications and the complete job description can be found at <http://www.uw.org/about-us/careers.html>

*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.*