

Position: PARTNERSHIP DIRECTOR OF PROMISE PARK CITY
Hiring Organization: UNITED WAY OF SALT LAKE
Department: COLLECTIVE IMPACT
Reports to: VICE PRESIDENT, COLLECTIVE IMPACT PARTNERSHIPS
Date Prepared: April 22, 2016

ORGANIZATION BACKGROUND

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 into a community problem-solving organization, dedicated to advancing the education, income, and health of our neighborhoods to ensure that every child succeeds every step of the way, from cradle to career. Our Collective Impact model brings many different sectors together to find innovative ways to address challenges, and develop lasting changes.

WORK ENVIRONMENT

UWSL's work environment is fast-paced, friendly, nonpartisan, and evolving. Dedicated to changing our community, we work hard and play hard. Our compensation is competitive, and our benefits help us maintain a happy life balance. Our focus is on high-level results, individually and collectively.

POSITION OVERVIEW

Work from Park City, the Partnership Director of Promise Park City is responsible for creating a comprehensive, cradle to career support network for low-income students in coordination with Promise Park City partners. Will work closely with Promise Park City members to confirm priority outcomes and indicators, engage with partners from multiple sectors, and use multiple strategies.

KEY RESPONSIBILITIES

1. **Work with Promise Park City leadership to develop cross-sector partnerships focused on student achievement**
 - a. Work with various partners to create an academic continuum of support targeting low-income students
 - b. Develop priority outcomes, associated indicators, and a comprehensive plan
 - c. Leverages resources, expertise, and interventions
 - d. Monitor and report partnership's progress
 - e. Foster trust and strengthen relationships
2. **Facilitate outcome-based collaborative networks**
 - a. Work with Promise Park City leadership table to reach priority outcomes
 - b. Set clear agendas; maintain action-oriented meetings
 - c. Ensure individual programs are aligned and working towards population-level
 - d. Action commitments are made, and followed up on, in the group setting
 - e. Track partnership participation
3. **Engage in rigorous continuous improvement processes**
 - a. Work with data staff in Park City District, partner agencies, and UWSL
 - b. Quantify target population, desired outcomes, and measurable indicators
 - c. Assess trends over time
 - d. Ensure the partnership modifies practices based on findings
 - e. Present complex information to small and large groups

4. Results Accountability

- a. Work with partners to align interventions with population-level result sought
- b. Facilitate meetings and manage conflicts
- c. Monitor progress using the Plan, Do, Study, Act cycle

EXPERIENCE AND QUALIFICATIONS

- Developed understanding of results-based strategies
- Proven ability to strategically align resources
- Experience working with diverse teams
- Ability to clearly and concisely communicate
- Experience working with large databases
- Experience working in school environments

MINIMUM REQUIREMENTS

- Bachelor's or Master's in education, public policy, public administration, or a related field
- Advanced proficiency with database software
- Candidates *must pass* UWSL and school district background check to hold this position
- Spanish speaking preferred

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those to perform the essential functions of this position. The employee is regularly required to communicate clearly in oral and written formats; must be able to transcribe, read extensively and prepare and analyze data and figures. There will be some walking, standing, bending, carrying light items, use of office equipment, etc. Special physical demands are not required to perform the work.

SALARY INFORMATION & FLSA STATUS

This is an exempt position; salary depending on experience

TO APPLY

Email your resume, cover letter, and UWSL Employment Application to jobs@uw.org. Only complete applications will be considered for the position. 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.