

Position: PARTNERSHIP DIRECTOR, EARLY LEARNING OUTCOMES
Hiring Organization: UNITED WAY OF SALT LAKE
Department: COLLECTIVE IMPACT
Reports to: VICE PRESIDENT, COLLECTIVE IMPACT PARTNERSHIPS
Date Prepared: April 11, 2016

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

WORK ENVIRONMENT

UWSL's work environment is fast-paced, friendly, committed, nonpartisan, and ever changing. Employees are dedicated, recognized, and involved with the daily work. We offer competitive wages, comprehensive benefits package, flexible schedules and other great opportunities.

POSITION OVERVIEW

Work with partner organizations to improve early childhood outcomes for all children in the Salt Lake region. In addition to supporting these partnerships, this position is also responsible for managing the implementation of the Social Impact Loan, an innovative financing strategy to expand access to high-quality preschool for low-income children.

KEY RESPONSIBILITIES

1. Convene and facilitate *Outcomes-Based* Collaborative Action Networks
 - Responsible for convening and facilitating collaborative action among partners to ensure program alignment
 - Manage two collaborative action networks; the Early Learning Network and Early Childhood Utah
2. Engage in rigorous Continuous Improvement processes
 - Quantify the target population, desired outcomes, and measurable indicators of success
 - Assess the current conditions and trends over time and the partners involved
 - Monitor interventions against outcomes and ensure appropriate adjustments are made
3. Results Accountability
 - Work with partners to develop a set of performance measures which align interventions to the results
 - Continuously and consistently monitor progress
4. Support the Promise Partnership Regional Council (PPRC)
 - Develop annual report
 - Facilitate group meetings
 - Communicate updates from this group to appropriate stakeholders
5. Manage the Implementation of the Social Impact Loan
 - Participate in the implementation of financing strategy
 - Ensure best practices are used in preschool settings

- Collaborate with an independent evaluator and State school boards
6. Support Practices at UWSL
- Work across teams to ensure that the organization is utilizing best practices to improve outcomes
 - Other duties as assigned

POSITION REQUIREMENTS

- Ability to use results to reach mutually beneficial partnerships
- Ability to help others hold honest, reflective conversations which lead to action
- Foster trust and open communication with diverse stakeholders
- Knowledge of recognizing and addressing conflict and concerns
- Interpersonal skills to interact comfortably with leaders or community members
- Ability to discuss complex processes in accessible terms to groups and individuals.
- Experience maintaining constant communication, planning, and updates
- Experience manipulating and utilizing data software.
- Experience and ability using data to make recommendations, spot trends, and make decisions
- Experience recognizing and acting on strategic opportunities
- Confidence and humility to ask questions
- Admit and address challenges, while learning to manage risk and failure
- Experience working in a cross-cultural environment

MINIMUM QUALIFICATIONS

- B.A. (M.A. or equivalent work experience preferred) in public health, public policy, public administration, business administration nonprofit administration, social work, sociology, or a related field.
- 1-2 years' experience with data software (e.g. MS Excel)
- 1-2 years of relevant, transferable experience

PHYSICAL REQUIREMENTS

The employee is regularly required to communicate clearly in oral and written formats; must be able to transcribe, read extensively, and utilize computer software. 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 that pays \$44,000–\$55,000 annually DOE.

TO APPLY

Only complete applications will be considered for the position. Complete applications include (1) a cover letter, (2) a resume, and (3) a UWSL employment application. Employment applications and the complete job description can be found at <http://www.uw.org/about-us/careers/>.

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.