

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

THE ORGANIZATION

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. Our workplace is fast-paced, friendly, and adaptive. When you come to work here, we celebrate success, learn from failure, and always dream big. Our wages are competitive; the benefits package is comprehensive; perks like flexible schedules and staff parties make every day unique to you.

POSITION OVERVIEW

The Senior Partnership Director is to convene, facilitate, and help build collective action among a set of motivated partners to improve specific, measurable outcomes at a population level. This role works with partner organizations to improve outcomes for children and families in the Salt Lake Region, beginning with early childhood.

KEY RESPONSIBILITIES

1. **Convene and facilitate *Outcomes-Based Collaborative Action Networks*.** The Senior Partnership Director is responsible for (co)convening and (co)facilitating collaborative action among partners to ensure that systems and programs are aligned to achieve progress towards measurable, shared outcomes. This position will begin with a focus on early childhood outcomes including Early Learning Network and Early Childhood Utah. The position will mature to focus on additional networks such as the Elementary Reading Network and potentially others.
2. **Engage in rigorous Continuous Improvement processes.** Work with partners to quantify the target population, desired outcomes, and measurable indicators of success. Once complete, assess the current conditions, including the outcome's trend over time and the partners that are working toward the outcome. Finally, monitor interventions against outcomes and ensure the partnership modifies practices based on findings.
3. **Results Accountability.** Once a clear plan of support is identified, work with partners to develop a set of performance measures which aligns interventions to the population level result(s) sought by the early childhood education partnership (and eventually others) as well as monitor progress using the Plan, Do, Study, Act cycle.
4. **Support the work, energy, and direction of the Promise Partnership Regional Council (PPRC).** The PPRC consists of influential leaders in the Promise Partnership region and exists to ensure institutional support of aligned action through systems-level organizations. Partnership Directors support this work in several ways including the development of the group's annual report, facilitating the group's meetings, and communicating the updates from this group to various collaborative working groups to ensure alignment between these two levels of the work.
5. **Support Continuous Improvement and Results Based Facilitation Practices at UWSL.** Work internally, within United Way of Salt Lake and the Collective Impact Department, to support the development of continuous improvement and results based facilitation competencies among staff. Work across teams and departments to ensure that the organization and the department are utilizing these practices to improve our outcomes.

EXPERIENCE AND QUALIFICATIONS

- *Collaborative Leadership and Facilitation.* The ability to facilitate a partnership using the principles of Collective Impact, results-based facilitation, and rapid-cycle continuous improvement. Ability to help people

hold honest, reflective conversations that lead to aligned actions, shared goals, and the co-creation of plans to achieve those goals.

- *Relationship Building.* Ability to foster trust and open communication with diverse stakeholders, as these are the foundation of collective action. Skill to recognize and address conflict and concerns. Ability to interact comfortably with high-level system leaders and decision makers, as well as community members from diverse backgrounds.
- *Communication.* Ability to communicate in clear and simple language to all stakeholders. Ability to discuss complex processes in accessible terms to groups and individuals. Ability to synthesize information and simplify complexity. Constant communication, planning, and updates with all partners is mandatory.
- *Data Display and Analytics.* Ability to make results and progress accessible, visible, and actionable. Ability to locate, disaggregate, and use data to forecast, structure conversations, and make decisions. Desire and ability to address disparities related to race, ethnicity, income, and other factors.
- *Strategy.* Proven ability to recognize and act on strategic opportunities by identifying what is needed to achieve goals and by making connections across people, plans, conversations, and strategies towards those goals.
- *Continuous improvement.* Confidence and humility to ask questions, admit and address challenges, and “fail forward.” Past experience using continuous improvement frameworks (i.e. "plan, do, study, act" or results accountability) to achieve an outcome.
- *Cultural affirmation and competency.* Thrive in a cross-cultural environment with an asset-based framework.

MINIMUM REQUIREMENTS

- Bachelor’s degree (Master’s, or equivalent work experience preferred) in public health, communication, sociology, or related field
- 1-2 years working with database systems
- Candidates *must pass* UWSL background check to hold this position

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met 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. Typically the employee may sit comfortably to do the work, however 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

Send completed applications to 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.