



Position Profile
**Job Opportunity
Investment Network**
Director
Philadelphia, PA



JOIN and United Way of Greater Philadelphia and Southern New Jersey (United Way) seek a visionary and entrepreneurial leader to build on JOIN's brand identity, strong foundation of innovative investments, field building and strategic partnerships; and to drive a coordinated systems change agenda to increase impact and scale across the workforce system.

About United Way

For nearly a century, the United Way has identified and responded to the critical needs of local communities through the strategic mobilization of partnerships and investment of resources. United Way aspires to be the region's leading catalyst for change, inspiring and uniting local communities to collaboratively invest in results that ensure children succeed in school, families are financially stable, and older adults thrive.

Key to this work, United Way has developed and sustained deep and powerful connection to employers, funders and practitioners across the region, and can leverage these connections to share best practices and drive policy that improves the lives of individuals and families across the Greater Philadelphia region.

About JOIN

Founded in 2008, JOIN is a partnership between philanthropy, government, community organizations and employers that develops and supports innovative efforts to eliminate the mismatch between the level of skill required for high growth jobs and the much lower skill level of many working age Greater Philadelphians. United Way is the lead partner in JOIN and serves as its oversight, managerial, and fiscal home.

JOIN and United Way believe that regional economic and community prosperity will come when employers in the region have strong pipelines to fill critical jobs. Simultaneously, workers throughout the region must have the skills they need to compete in the labor force. To achieve this vision, JOIN:

- Invests in and evaluates industry-led workforce partnerships that prepare low-wage workers with the skills needed to advance into high-demand jobs.
- Collaborates with employers, educators, job trainers, and other funders to articulate new pathways to the middle class by sharing and translating critical labor market information and educational and job training opportunities, organizing employer feedback, and enhancing the capacity of education and training providers to meet employer demand.
- Develops and tests evidence-based models and advocates for the incorporation of best practices into public policy, the public workforce system, and stakeholder practice.

JOIN's recent accomplishments include:

- 13 innovative workforce partnerships launched or expanded.
- \$4.2M in new federal resources attracted to the region.
- 20 pooled and aligned funders engaged in JOIN and JOIN-sponsored projects.

- 3700+ lower skilled adults gained industry recognized credentials or degrees.
- 2500+ lower skilled adults gained new jobs or wage increases.
- 199 employers connected to trained workers and fulfilled talent needs.
- Successfully advocated for the inclusion of employer-driven workforce strategies and portable, stackable credentials in the City of Philadelphia's anti-poverty plan.
- Selected to serve as an Annie E. Casey Generation Work learning site, with JOIN serving as the backbone for this 8-year systems change initiative to increase job opportunities for young adults in Philadelphia.

For more information, see JOIN's website at <http://joincollaborative.org/> and United Way's website at <http://unitedforimpact.org/>

The Position

The Director oversees two program managers. The Director is part of United Way's Impact team and is accountable to both to JOIN's Investors Committee and United Way's Associate Vice President, Impact. The Investors Committee is an advisory board comprised of funders and partners, and currently includes leadership from United Way, Philadelphia LISC, the Thomas B. Scattergood Foundation, Pew Charitable Trusts, Aramark Corporation, Citizens Bank, and the City of Philadelphia Mayor's Office of Community Empowerment & Opportunity. The Director also oversees a small operating budget and a workforce investment portfolio of approximately \$2.4 million.

Near-Term Priorities for the Director

As United Way and JOIN look to the future, it seeks a Director who will:

- Build on JOIN's brand identity and strong foundation of innovative investments, field building and strategic partnerships while capitalizing on United Way's partnerships.
- Work to expand JOIN's tactical approach while aligning United Way's workforce strategy and investments to lead a regional effort.
- Alongside a team of four core partners, drive Year 1 implementation of a long-term systems change initiative, Generation Work.
- Develop an integrated workforce strategy for JOIN and United Way using the Results Based Accountability framework.
- Work as part of the United Way team to build United Way's Investment Framework related to workforce.

Key Responsibilities of the Position:

The Director provides strategic leadership and continually seeks opportunities to advance JOIN and the United Way's collective vision for the region. Key responsibilities include:

- Leading all aspects of JOIN operations, including strategic planning, grantmaking, budgeting, fundraising, and advocacy efforts.
- Aligning JOIN's programmatic work with the United Way's workforce strategy and investments by implementing the Results Based Accountability Framework as part of the United Way Director's team.
- Directing strategic planning processes in collaboration with JOIN's Investors Committee and the United Way to set priorities.
- Leading workforce advocacy efforts, including advocacy for the incorporation of best practices within local, state and federal policy and practice.

- Coordinating efforts to build the capacity of workforce development practitioners in the region.
- Managing JOIN's federal and philanthropic grants, ensuring timely and accurate reporting of participant-level data and financial statements.
- Collaborating with JOIN grantees to ensure their programming matches JOIN's strategy and is constructively responding to evaluative feedback' and supporting continuous learning that matches the goals of JOIN investors and grantees.
- Working closely with United Way's finance staff to administer the annual budget and ensure sound accounting practices.
- Liaising with the National Fund for Workforce Solutions around program effectiveness, technical assistance, monitoring, and the strategic planning process.
- Manage a team of two direct reports.

Experience and Attributes

Ideal candidates for this position will bring a variety of experiences and attributes to JOIN and United Way including:

- An innovator, with demonstrated ability driving a systems-change agenda.
- Superior interpersonal and communication skills with the confidence and ability to communicate and work collaboratively with a wide range of stakeholders, including funding partners and community-based organizations.
- High entrepreneurial skills with demonstrated ability in nonprofit fundraising; enthusiastic about identifying new revenue sources and developing relationships with funders.
- Strong values related to collaboration and team work to drive organizational priorities.
- Adept at working both at a strategic level and tactical level; must be able to develop AND implement strategies.
- A decision-making style that balances the need to build consensus with making decisions quickly and efficiently.
- Strong public policy and advocacy experience.
- Experience facilitating funding collaboratives is desirable.
- Strong values related to diversity, inclusion, and equity; ability to communicate across lines of race, class, and education level.
- 10 years' public policy, advocacy, and/nonprofit management experience.

Application Process

The United Way has hired Raffa P.C. to assist with the JOIN Director search and transition. To apply, email resume, cover letter and salary requirements to: join@raffa.com (e-mail applications are required and will only be accepted at this email address). For other inquiries contact Ginna Goodenow, Search Consultant, ggoodenow@raffa.com.

Resume review begins immediately. Interviews will begin in mid-fall and United Way and JOIN anticipate announcing the selection of the new Director by early January.

United Way seeks to provide equal employment opportunities to all employees and applicants for employment without regard to race, color, creed, religion, gender, sexual orientation, marital status, national origin, age, disability or protected status. JOIN fully complies with all applicable federal, state, and local anti-discrimination laws.