



United Way of Anchorage

**Title:** Director of Transformational Philanthropy

**Supervisor:** VP of Philanthropy

**Salary Range:** \$80,000 - \$95,000

**Hours of Work:** 8:00 a.m. to 5:00 p.m., M-F

*Potential for flexibility on hours of work and remote workdays as part of a regular schedule. Occasional evening and weekend work required.*

**Organizational Overview:** We unite caring people to give, volunteer, and take action to remove barriers to opportunity and solve our community's toughest challenges. Our focus is on education, financial stability, and health—the building blocks for a good quality of life and a strong community.

#### **Position Overview:**

The Director will serve as a leader within the team of Transformational Philanthropy to help ensure consistent and high-quality cultivation, solicitation, and stewardship for all stakeholders. They will weave donor engagement and recognition into the culture of corporate, foundation, and community investment. They will carry shared responsibility with the full team for overarching Transformational Philanthropy goals. Finally, they will supervise and train staff at UWA in best practices for development, of foundations, corporations, and other organizations.

#### **Roles & Responsibilities:**

- Oversee the comprehensive strategy of Corporate Relations. Develop and maintain UWA's portfolio of top corporate partners. Secure opportunities for corporate investment through workplace campaigns, sponsorships, grants, volunteer opportunities, and events.
- Maintain high quality relationships with corporate leaders in Anchorage. Work with the Vice President to support relationship building between corporate leaders and the UWA President/CEO and members of the Board of Directors.
- Oversee the execution of workplace campaigns that engage community, corporate and foundation partners in the work of UWA and our program partners.
- Contribute to content for the annual report, social media posts, impact stories, newsletters, and other communications.
- As a frontline ambassador for United Way of Anchorage, maintain current awareness of UWA program priorities, strategic plan goals, recent accomplishments, and laudable program milestones. Regularly engage with the Community Advancement, Communications Team and 2-1-1 teams to maintain a deep understanding of UWA's work in the community.
- Help manage UWA's CRM database, which is presently Andar. Responsibilities here include helping manage the administration of appeals, gifts, communications, follow-up notes, etc.
- Other duties as assigned.

#### **Key Competencies:**

- Ability to work with minimal supervision and to meet goals and deadlines.
- Verbal and written communication skills and the ability to work effectively in a team environment.
- Ability to work effectively in a fast-paced environment.

#### **Education, Skills & Qualifications:**

- Bachelor's degree from a four-year college or equivalent experience.
- Some experience working with for-profit corporations or grantmaking foundations.
- Preference for 3-5 years of experience specific to fundraising or nonprofit management.
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- Preference for experience or familiarity using a CRM database or fundraising software such as Salesforce, Raiser's Edge, etc.

#### **Personal Competencies:**

- **Know Yourself** - Demonstrate self-awareness, self-management and continual growth and learning. A person who knows themselves can identify their thoughts, feelings, and wants and then effectively put them into words in the moment. They are aware of their patterns, strengths, and limitations and they seek feedback and knowledge to continually learn and grow from their experiences.
- **Understand Others** - Demonstrate interpersonal awareness and the ability to be inclusive. A person who understands others knows that everyone has their own experience of any given situation. They seek to understand all perspectives and leverage the generative nature of differing options and experiences so that outcomes are of the highest priority.
- **See the Whole** – Demonstrate organizational and political awareness, relationship-building skills, and effective decision making. A person who sees the whole understands how UWA is connected in vision, mission, and function. They can balance the interests of UWA, partner organizations, donors, and community members to make effective decisions as well as champion decisions that have been made. They demonstrate both effective behavior in groups and the ability to understand a range of perspectives.
- **Create an Environment of Success** - Demonstrate the ability to provide personalized recognition and celebrate successes and display characteristics of interpersonal influence. A person who creates an environment of success can clearly articulate their vision and expectations to their team and garner commitment. They ensure accountability and continued success through feedback, coaching, and recognition.
- **Model the Way** - Demonstrate ethics and integrity, consistently walking the talk. A person who models the way is highly credible. They do what they say they are going to do. They consistently excel by aligning their personal actions with shared values.

**To Apply:** Please send your resume to Fred Miller at [fmiller@ak.org](mailto:fmiller@ak.org).