



United Way
Peterborough & District

Job Posting
12-Month Contract:
Director of Community Impact

Position Summary:

United Way Peterborough & District (UWP) operates as an open, dynamic, high functioning team that values resourcefulness, creativity, and integrity. United Way is an essential part of our community's social fabric. We are part of the social contract that creates equality of opportunity and works to empower and mobilize our neighbours, organized labour and corporate partners to contribute their time, resources and influence to build strong, inclusive communities.

We are seeking a passionate and strategic leader to drive our Community Impact Agenda. This role will develop and implement community investment strategies, foster partnerships, and oversee funding allocations to maximize social impact. The ideal candidate will have experience in program development, stakeholder engagement, research, and advocacy.

Please note: This is a temporary, full-time contract position for 12-months to cover a maternity leave.

Key Duties & Responsibilities:

Community Impact Leadership:

- Develop and implement strategies to drive meaningful community change.
- Collaborate with stakeholders across corporate, government, and nonprofit sectors.
- Lead and support community tables and committees to identify and address community needs.
- Build capacity among funded agencies to enhance their community impact.
- Advocate for policy changes and drive internal process improvements to better serve the community.

Research & Evaluation:

- Monitor community trends and develop data-driven investment strategies.
- Assess agency performance and provide recommendations for funding.
- Conduct research and create reports to highlight United Way's impact.
- Lead diversity, equity, and inclusion efforts within community investments.

Funding & Allocations:

- Manage funding processes, application reviews, and compliance monitoring.
- Ensure investments align with United Way's priorities and community needs.
- Recruit and train volunteers for the fund distribution process.
- Evaluate funding outcomes and make data-driven recommendations.



Stakeholder & Agency Relations:

- Build strong relationships with partner agencies and community leaders.
- Maintain open communication with funded agencies and ensure alignment with strategic goals.
- Represent United Way in community initiatives, events, and media opportunities.

Department & Team Management:

- Supervise the Community Impact Officer position.
- Support the volunteer committee and its Chair (Community Impact Committee).
- Oversee program implementation and ensure alignment with organizational goals.
- Develop and manage budgets for Community Impact initiatives.
- Mentor staff and volunteers, ensuring effective training and performance management.

Working Relationships:

This position reports directly to the CEO and is a part of the senior management team. This position supervises one officer level position and indirectly works with several other officer level positions and volunteers.

Education & Experience:

- Preferably a master's degree in a social science or business discipline such as Social Work, Psychology, Non-Profit management
- 5-7 years experience research, program development, community development
- 3-4 years experience in managing and directing employees and volunteers.
- An equivalent of job related and educational experience is acceptable.

Knowledge, Skills & Abilities Required:

- Strong understanding of community development theory and practices.
- Proven ability to collaborate with diverse stakeholders, including community members, agencies, donors, and government.
- Excellent interpersonal, facilitation, and communication skills, with cultural and organizational sensitivity.
- Expertise in research, project management, evaluation, and outcome reporting.
- Experience in funding, senior management, and non-profit governance.
- Skilled in training, development, and high-energy administration.
- Adaptable, solutions-oriented, and able to manage multiple priorities under pressure.
- Organized, self-directed, and a strong team player with sound judgment and diplomacy.



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Working Conditions/Physical Environment:

- Work performed in an office environment based in downtown Peterborough.
- Access to personal transportation is essential, frequent offsite meetings/events.
- Non-traditional hours are sometimes required due to deadlines or event/meeting schedules.

Benefits:

- Paid holidays, vacation days and sick days
- Office is closed between Christmas and New Years
- Half-day Fridays in July and August

Salary:

\$80,243

Contract Duration:

This is a temporary, full-time contract position for 12-months to cover a maternity leave.

Diversity & Inclusion:

United Way is committed to creating an inclusive workplace that reflects our diverse community to ensure we're best equipped to serve it. We encourage candidates from diverse backgrounds and those who may need accommodation to apply to join our team.

How to apply:

Please send your cover letter and resume addressed to Jim Russell to resumes@uwpeterborough.ca by end of day Friday, April 25. Due to the volume of applications, we will only be contacting candidates who are being invited into the interview process. Interviews may begin before the close date.