

CHIEF EXECUTIVE OFFICER – UNITED WAY OF GREATER LAFAYETTE, INDIANA

OVERVIEW OF RESPONSIBILITIES

The Chief Executive Officer is the leader of the organization, establishing a vision for Community Impact that is achieved through the efforts of a diverse team of high-performing leaders, staff and volunteers alike. As the Chief Mobilizer, the CEO leverages the power of relationships and networks, and works across private, public and corporate sectors to improve conditions in the community. The CEO possesses a high level of broad business and management skills and is effective at generating resources and financial support for the organization. The CEO is dedicated to shared and measurable goals for the common good – creating, resourcing, scaling and leveraging strategies for broad investment and impact. The CEO is the steward of brand and understands their role of growing and protecting the reputation of United Way. They are responsible for building trust in United Way and its relevance in the community. They value network and strive to leverage United Way's breadth of community presence, relationships, and strategy.

KEY RESPONSIBILITIES/ESSENTIAL FUNCTIONS

The major responsibilities of this position include, but are not limited to:

Community Impact

The Chief Executive Officer is responsible for the overall impact of United Way of Greater Lafayette on the community, with particular emphasis on increasing its capacity to drive the impact agenda. The President works closely with the Board to craft and adapt the strategy to achieve this increased impact, including raising the funds to support it. The CEO will establish and build relationships with top leaders in the community, including those representing the highest levels in business, government and non-profit sectors.

Resource Development

The Chief Executive Officer is charged to drive key results in fundraising; to identify, cultivate and solicit prospective donors and key leaders of prospective new corporate partners; to leverage personal and professional contacts and relationships into fundraising opportunities; and to promote a culture of fundraising in the organization, both at the staff and board level.

Strategic Management

The Chief Executive Officer serves as the principal resource to the Board of Directors and its key committees and gives strong direction in policy formulation and interpretation. They partner with the Board of Directors and the United Way of Greater Lafayette Executive Committee to craft organizational goals and develop strategies to ensure that they are achieved. They ensure coordination and alignment of all United Way activities to strategic direction in the areas of community impact, resource development, and staff alignment.

Organization Management

The Chief Executive Officer is accountable for building and leading high-performing teams, ensuring all teams are aligned and collaborating to achieve organizational results. They maintain accountability for the operational and fiscal integrity of the organization within policies set by the Board of Directors. The

CEO assesses organizational capacity to implement strategies and identify gaps in systems and staffing; directly supervises Senior Leadership positions and establishes individual goals; works with the Chief Financial Officer to manage organizational spending, monitor budget compliance, and mitigate financial risks; and ensures that United Way of Greater Lafayette goals of inclusiveness and diversity among staff and volunteers are met.

EXPERIENCE/POSITION REQUIREMENTS

- Substantial experience working in the nonprofit sector (United Way experience is desirable) and interacting with volunteers and diverse boards. Alternatively, extensive experience in the leadership and management of organizations of comparable size and mission.
- Expertise on issues relevant to the organization.
- Ability to command the confidence and respect of stakeholders.
- A demonstrated track record of creating a culture that promotes diversity, ensures equity and fosters inclusion.
- An ability to build collaboration with the community at large.
- Experience in or across multiple sectors, including nonprofit, public and corporate environments.
- Experience in developing partnerships, building teams and conflict management.
- Experience in building revenue and increasing philanthropic support.
- Must demonstrate a high level of intelligence and intellectual curiosity and a desire to explore new ideas and innovative approaches to solving problems.

The Chief Executive Officer has unquestioned integrity; a long-term perspective; a strong sense of accountability; a practical ability to get things done; wisdom and good judgment; a fair and thoughtful approach to management, combined with the flexibility and courage to shift direction and experiment with new initiatives; excellent verbal and written communication skills; a high energy level and sense of humor.

CORE COMPETENCIES REQUIRED FOR THIS POSITION

- **Mission-Focused:** Catalyze others' commitment to mission to create real social change that leads to better lives and healthier communities. This drives their performance and professional motivations.
- **Relationship-Oriented:** Understands that people come before process and is astute in cultivating and managing relationships toward a common goal.
- **Collaborator/Convener:** understands the roles and contributions of all sectors of the community and can mobilize resources (financial and human) through meaningful engagement.
- **Results-Driven:** Dedicated to shared and measurable goals for the common good; creating, resourcing, scaling, and leveraging strategies and innovations for broad investment and impact.
- **Brand Steward:** Steward of the brand and understands their role in growing and protecting the reputation and results of the greater network.
- **Visionary:** Confronts the complex realities of the environment and simultaneously maintains faith in a different and better future, providing purpose, direction, and motivation.
- **Team-Builder:** First ensures that the right people are in the right roles at the right times; fostering commitment, trust, and collaboration among multi-cultural leaders and stakeholders.

- **Outward Turning:** Understands the dynamics of local, regional, and national environments, and works on an agenda rooted in the community's own perception of its needs and aspirations.
- **Business Acumen:** Possesses a high-level of broad business and management skills and is effective at generating financial support for the organization.
- **Network-Oriented:** Values the power of networks; striving to leverage United Way's breadth of community presence, relationships, and strategy.