



## **EXECUTIVE DIRECTOR**

Reports to: Board of Directors

## **THE COMMUNITY**

Lumber River United Way, headquartered in Lumberton, North Carolina, serves three counties in North Carolina and one county in South Carolina.

Lumber River United Way's service area is home to several institutions, the University of North Carolina Pembroke, Robeson Community College, and Bladen Community College which contribute to the educational landscape of the area. The county also has a mix of industries, with manufacturing, healthcare, and education being key sectors of employment. Additionally, Lumber River United Way's service area is known for its agricultural heritage, with farming playing a significant role in the local economy.

One of Lumber River United Way's greatest assets is a diverse and vibrant nonprofit landscape that plays a crucial role in supporting the local community. From organizations focused on social services, healthcare, education, and housing, to those dedicated to arts and culture, there is a wide array of nonprofits making a positive impact in the region. Lumber River United Way implements a host of direct services and relies heavily on our nonprofit partners to collaborate and solve some of Bladen, Dillon, Hoke, and Robeson counties most pressing needs.

## **POSITION SUMMARY**

The Executive Director of Lumber River United Way is a mission-driven, collaborative, innovative, equity-minded and social impact focused position. This person will serve as the brand ambassador and champion of the United Way in the Bladen, Dillon, Hoke, and Robeson communities, across all stakeholders, including donors, volunteers, business leaders, community members, nonprofit leaders, government, education partners, strategy partners, families served and more. The Executive Director will leverage the power of relationships and networks, working across private, public, and corporate sectors at the state and local level to improve outcomes in the Bladen, Dillon, Hoke, and Robeson communities.

The Executive Director will not only serve as the senior leader of the organization but will also have significant contact with the Board of Directors, a group of community influencers and leaders within Bladen, Dillon, Hoke, and Robeson counties. This position will report directly to the Board and manage a team of direct reports. In addition, this position will have exposure to constituents, business leaders, community leaders, County elected officials and staff members throughout the community

## **ESSENTIAL FUNCTIONS**

### Strategic and Operational Leadership:

- Develop and deploy the strategic plan.
- Develop and implement a plan for fundraising, including specific plans for workplace campaigns, strategy for individual asks, event-specific fundraising, etc. The plan should have clear goals and measurable metrics, and be tied to the organization's goals and budget.
- Lead revenue diversification from local, regional, and national sources.
- Establish best practices across all business functions.
- Advance and monitor the operating budget to support organizational goals and objectives.
- Serve as the brand ambassador, community partner, and convener across multiple sectors.
- Leverage the principles of equity, inclusion, and diversity across all organizational practices.
- Initiate local, regional, and national partnerships aligned with set goals.
- Serve as a thought partner to the Board of Directors President and Board committees.
- Serve as the primary Lumber River United Way spokesperson and thought leader.
- Other duties as assigned by the Board of Directors as needed.

### Talent Management:

- Lead strategic human resource initiatives, including staffing, and compensation analysis.
- Champion and lead an annual performance assessment of employees.
- Engage all members of the team.
- Create and approve annual staff development and succession planning.
- Instill principles of equity, inclusion, diversity and belonging in all people systems.
- Serve as the orientation leader for all new Board of Director and staff members.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

Must be willing to study the issues facing Bladen, Dillon, Hoke, and Robeson counties and become an advocate for solutions.

- Must demonstrate strong financial acumen.
- Must be willing to meet and engage existing and new business partners.
- Must demonstrate servant leadership.
- Must be approachable and transparent.

- Must have strong communication skills, both verbal and written, including demonstrated presentation and public speaking skills.
- Excellent project management skills with the ability to exercise independent judgment and critical thinking.
- Must be organized with strong planning and follow-up skills.
- Must be able to influence others.
- Strong planning and organization skills with attention to detail.
- Ability to function effectively in a diverse, fast-paced and changing work environment.
- Must possess the ability to navigate the philanthropic landscape of Bladen, Dillon, Hoke, and Robeson counties.
- Must be able to build collaborations on the local and state level.
- Proficient Computer Skills - Knowledge of Google platform, donor database experience (Donation Tracker a plus), internal communications and project management software (Constant Contact and Canva a plus).
- Must demonstrate professional maturity and personal accountability.
- Dedication to the mission of Lumber River United Way.

#### **EDUCATION AND EXPERIENCE**

- Bachelor's Degree required, MPA or MBA preferred
- Previous experience in fundraising utilizing various revenue streams preferred
- Previous experience as a senior leader in a community-based organization preferred
- Experience with human services or social impact organizations as an employee or volunteer
- Experience collaborating with business professionals

#### **TO APPLY**

Send a resume, cover letter, and three references to [info@lumberriveruw.org](mailto:info@lumberriveruw.org) by Friday, December 13, 2024. The compensation for the Executive Director will range from \$50,000-\$60,000 based on qualifications and experience.