



Title: President & CEO

Status: This is a full-time, exempt position

Reports to: Board of Directors through the Board Chair

About United Way of Southwest Minnesota:

United Way of Southwest Minnesota is an autonomous, local organization working to create lasting change in people's lives and the communities we serve in Lincoln, Lyon, Murray, and Yellow Medicine counties, and in portions of Cottonwood, Lac qui Parle, Nobles, and Redwood counties in Minnesota. Through our 2024-2025 campaign, we anticipate positively impacting approximately 35,000 individuals, sparking a ripple effect of progress that unites people and resources to strengthen communities across southwest Minnesota. Further information on who we are can be found at [Who We Are | United Way of Southwest Minnesota \(unitedwayswmn.org\)](https://www.unitedwayswmn.org/who-we-are).

Opportunity Overview:

Southwest Minnesota United Way seeks a Chief Executive Officer (CEO) to successfully guide the organization into the future and continue the growth of community impact. The CEO provides strategic leadership for the organization to champion unified responses to community needs and guides a team of staff, board, volunteers, and community stakeholders in upholding our mission. The successful candidate will have the experience and skills to fulfill the key accountabilities required in leadership, team building, external partnerships, business acumen, board relations, and brand stewardship. Leveraging the power of relationships and networking across private, public, and corporate sectors to improve conditions in the community is key. The CEO must possess a high level of broad business and management skills and be effective at generating resources and financial support for the organization. The CEO is responsible for overall management, fundraising, accountability, and administration to ensure the organization achieves its goals. The CEO builds trust in the United Way and its relevance in the community.

Key Accountabilities:

• **Leadership & Vision**

- Guides the strategic planning process and initiates and leads change and transformation by energizing, mobilizing, and utilizing communications strategies that inspire and influence
- Proactively solves problems by having direct conversations and timely execution to resolution while maintaining external networks and relationships

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- **Team Builder**
 - Manages staff and volunteers while putting people first. Understanding and valuing the diversity of people and ideas to cultivate a leadership culture that enables the accomplishment of organizational goals.
 - Values continued learning and development; envisions the future of the organization through the development of self, staff, and volunteer talent
- **External Partnerships**
 - Works across private, public, and corporate sectors to improve conditions in communities and is politically astute
 - Exhibits partnership principles and values inclusion, different perspectives, and cultures
- **Business Acumen**
 - Possesses the skills to mobilize resources; fundraise, write grant requests, seek other funding opportunities, while co-creating and managing opportunities with a set of diverse partners
 - Focuses on quality, innovation, and high-performance standards
 - Demonstrates fiscal responsibility through effective negotiation of in-kind donations, venue expenses, and program or supply purchases
 - Balances strategic operational realities, monitors changing developments, and makes the required modifications to plans
- **Board Relations**
 - Carries out board directives and ensures adherence; provides guidance to the board regarding laws, regulations, and board policies
 - Provides accurate, timely, and useful information to directors to ensure efficient and effective utilization of time and expertise of the board
 - Inspires confidence and respect within the board of directors and builds solid board partnerships
- **Brand Steward**
 - Epitomizes the meaning and commitment of United Way and consistently acts according to its values and purpose
 - Demonstrate accountability and transparency with all stakeholders by consistently communicating openly, acting with integrity, and upholding strong ethical standards in all decisions and actions

Preferred Qualifications/Experience:

- Bachelor's degree and/or a minimum of five years of demonstrated successful leadership in resource development, fundraising, community impact, community relations, marketing, and communications activities, preferably in a non-profit organization
- Prior supervisory, financial, and administrative management experience preferred
- Ability to work effectively with corporate and community leaders in a fast-paced, fluid environment
- Strong qualifications in public speaking, written and oral communication, and interpersonal relations

Compensation and Benefits:

The United Way of Southwest Minnesota offers a competitive salary and benefits package.

Application and Selection Process:

Step 1: Attach your resume and cover letter and send to careers@unitedwayswmn.org

Step 2: A member of our search committee will contact selected candidates to schedule an initial phone interview

Step 3: On-site panel interviews with our search committee will occur in Marshall, Minnesota