

Community Impact Director Job Description

Urban Neighborhood Initiative Overview:

The Urban Neighborhood Initiative (UNI) is a nonprofit organization dedicated to breaking the inter-generational cycle of **poverty and historical racial inequities** caused by decades of neglect and systemic racism by building healthy neighborhoods that enable all children and families to thrive.

Formed as a partnership between the United Way of Greater Kansas City and the Greater Kansas City Chamber of Commerce, UNI works with ten neighborhood organizations, residents and through collaborative relationships with business, industry, government and community organizations. Our initiative focus area is from Truman Road to 52nd Street and Troost to Prospect in Kansas City, Missouri.

One of UNI's major initiatives is the Vacant to Vibrant (V2V) Initiative. It was established to transform vacant properties to productive use. It is a *Collective Impact* initiative working to increase the pace at which vacant properties are transformed to productive use. Lack of availability of affordable housing is a critical issue for our neighborhoods and much of V2V's focus has been on maintain and expanding affordable housing

Role Summary:

The Community Impact Director works with the President & CEO and neighborhood partners to support the Urban Neighborhood Initiative in fulfilling its vision, mission and strategic priorities. The Director manages the Vibrant to Vibrant (V2V) initiative and other program efforts to build healthy neighborhoods. In addition the Director assists the CEO in develop and implementing other strategy to improve UNI neighborhoods.

Duties and Responsibilities:

- Direct the Vacant to Vibrant Collective Impact Initiative
- Develop and direct other programs and activities related to building healthy equitable neighborhoods.
- Identify success measures and indicators for programs under the incumbent's supervision and Implement strategies to increase program effectiveness as needed
- Develop, support and expand collaborative working relationships with multiple constituencies including civic leaders, neighborhood partners and potential funders to carry out organizational goals and objectives
- Complete reports for programs under incumbent's supervision
- Assist in the development of reports, informational and other written materials for the organization
- Make oral presentations to a variety of stakeholders on behalf of the organization
- Assist in raising dollars and identifying resources for V2V implementation and to carry out the work of the organization
- Writing or assist in writing grant applications for programs
- Provide support to designated committees of the Board of Directors and/or our Neighborhood Partners
- Develop and manage budgets for programs under incumbent's supervision

- Assist in managing organizational and programmatic resources for maximum effectiveness
- Supervise the work of contract staff and interns working on V2V and related programs
- Work as a team member with all UNI staff to develop and refine organizational plans to advance strategic priorities
- Perform other duties as needed to ensure the success of the organizational efforts

Educational Requirements:

Bachelor’s Degree required. Master’s Degree preferred in Urban Planning, Public Administration, Nonprofit Management, Social Work, Social Sciences or a related field.

Experience

A minimum of five years of progressively responsible work. Supervisory or management experience of at least two years in organizations with focus areas similar to those of UNI. Experience working with populations racially and economically diverse.

In addition, knowledge of office software packages and computer technology are required. Facility with social media platforms is preferred.

Knowledge/Skills/Abilities

- Strong interpersonal skills to establish rapport and build collaborations with multiple constituencies
- Program development knowledge and skills
- Excellent verbal and written communication skills
- Ability to identify and resolve problems through collecting and analyzing data/information, and crafting workable solutions
- Good planning, organizing, execution, evaluation and follow up skills
- Knowledge of program indicators and outcomes
- Excellent decision-making capabilities
- Ability to consistently move forward multiple programs and tasks
- Knowledge of or experience with neighborhood housing issues preferred

Reports to President & CEO