

United Way of San Antonio and Bexar County

Job Description



United Way of San Antonio
and Bexar County

TITLE:	Vice President of Development, Corporate Relations		
DEPARTMENT:	Resource Development		
IMMEDIATE SUPERVISOR:	Chief Development Officer	EXEMPTION STATUS:	Exempt
DATE POSTED:	August 30, 2022	EXPIRES:	Until filled
JOB LOCATION:	San Antonio, Texas	SALARY RANGE:	

JOB SUMMARY

The Vice President of Development (Corporate Partnerships) will serve as a senior leader on the development team and lead the team that manages a \$42 million portfolio of partnerships with leading companies in the San Antonio region. The team partners with corporations to leverage their people, expertise, and resources to drive impact while delivering a best-in-class partnership experience. To reach our impact goals, the Corporate Relations team will evolve how we operate, build, and deepen partnerships with companies and their employees across San Antonio through traditional channels and in new, innovative ways.

Reporting to the Chief Development Officer, the VP works collaboratively and creatively to lead revenue generation within corporate and employee giving. This includes traditional employee giving campaigns, corporate gifts, and corporate foundation support. Responsibility and accountability for the development and achievement of annual corporate revenue goals are critical to the position and organization's success.

The VP will supervise a team of 6-8 dedicated professionals and will be an active participant at community and industry events to increase United Way's presence through networking and relationship building. They will work closely with the CDO, the President and CEO, senior staff, and key volunteers to raise United Way resources, visibility, and relevance in the diverse and vibrant communities we serve within the San Antonio region. The VP will join a dynamic Development team charged with generating close to \$50 million per year.

The successful candidate will be a generalist fundraiser with the ability to work cross-stream, forging partnerships with leading companies as well as possessing the ability to compellingly engage individual donors and foundations. While the VP is accountable to the corporate revenue stream and goals, they are also able to engage all types of donors and contribute to the Development team's overall goals. They will have a demonstrated capacity for leadership, should possess significant experience in environments of change, and have a track record of accomplishment. They will bring a recognized degree of strategic clarity, operational excellence, cause marketing strategy and activation, fundraising ability, social impact storytelling, social-impact goal setting and measurement, employee engagement strategy and employee communications, and practical experience within and/or working across nonprofit, governmental, and business sectors.

DUTIES AND RESPONSIBILITIES

1. Be a passionate advocate of our mission and be able to advocate amongst our corporate partners and their employees.
2. Develop a strategic, diversified corporate fundraising plan that guides the organization to meet ambitious short- and long-term fundraising goals while optimizing opportunities to diversify funding sources.
3. Engage leadership, Board, and external champions to identify, connect with, and secure new mutually beneficial partnerships across a variety of industries and sectors.
4. Supports the development of the Resource Development staff and provides guidance as they carry out their duties. Responsible for reviewing fundraising activities, account assignments, and progress to optimizing staff's success; coach team on relationship management skills, counsels, guides and evaluates staff performance on a regular basis.

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5. Creates an environment of open communication and leads staff to maximize productivity, innovation, and financial results.
 6. Manage progress towards revenue goals throughout the year, providing monthly projections against the goal, with a strong emphasis on understanding and follow-up of revenue projected but not yet processed.
 7. Ensure accurate and detailed donor and account records in order to analyze the deployment of resources against objectives; assign relationship management responsibilities throughout the Corporate Partnerships team; assess and evaluate areas of responsibility and adjust resources across all industries and portfolios as needed to drive increased investments and engagement.
 8. Collaborates with the Chief Development Officer to develop the annual work plan and set KPIs and track progress.
 9. Partner with the Individual Giving and Engagement teams to further engage corporate partners and their employees through new engagement opportunities and through existing initiatives, such as Women United, Emerging Leaders, and Tocqueville Society.
 10. Invest time and focus in helping to develop and implement new norms for utilizing our CRM for managing corporate portfolios and account activity. Utilization of data to drive key strategic fundraising initiatives and to grow overall revenue.
 11. With support from Marketing & Communications, produce compelling digital and printed corporate giving assets to promote our work, elevate our existing partners, and demonstrate the impact of corporate partnership investments.
 12. Understand corporate community and CSR goals and the value add of partnering with UWSA.
 13. Develops relationships with the finance and administration staff to ensure that information on campaign reports is provided in a timely and accurate manner.
 14. Works collaboratively with the Marketing department to provide volunteer experiences for corporate donors.
 15. Works with the Chief Development Officer, Resource Development and Marketing department to develop and implement marketing strategies focusing on donor communications and corporate engagement.
 16. Oversees the Loaned Executive (LE) Program, including recruitment of resources, corporate sponsorship support, and ensuring a quality experience for all individuals and sponsors.
 17. Develops growth strategies and leads a team that manages corporate partnerships and individual donor relationships.
 18. Conduct 65 personal visits annually as part of utilizing the Consultative Engagement strategies to facilitate the closure of annual gifts from current and/or prospective donors.
 19. Personally manage a portfolio of priority partner accounts.
 20. Works with the CDO to maintain a talented skilled workforce by interviewing, hiring, evaluating, and/or terminating staff.
 21. Willingly accept other ancillary or related assignments that will enhance the effectiveness of the corporation.

EDUCATION AND EXPERIENCE

- Bachelor's degree or its equivalent is required.
- Minimum of 10 years of professional fundraising experience, corporate social responsibility, or relational sales experience in either the nonprofit or private sectors.
- Minimum of 5 years of experience in a management role, and experience managing a team of 10 or more preferred.
- Demonstrated capability to identify, cultivate and solicit gifts from individuals, corporations, and private foundations.
- Knowledge of and experience with the San Antonio and Bexar County philanthropic community desired.
- Excellent organizational, project management, and time management skills.
- Ability to work independently and take full ownership of assignments.
- Excellent collaborator and team member, able to work well with individuals at all levels of the organization.
- Knowledge of and ability to effectively utilize donor databases and reporting tools.
- Ability to set expectations, establish priorities and manage multiple projects in a fast-paced development department.
- Experience with workplace giving a plus.
- Demonstrated superior leadership skills, including team management, donor management and ability to connect with local corporate leaders.

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- Outstanding written communication skills—for proposal preparation, communications with donors, and reports (such as newsletters and annual reports)—and oral communication skills for individual and group interactions and presentations.
 - A personal leadership and management style that promotes collaboration and accessibility.
 - A commitment to community service.
 - Previous experience managing a department budget preferred.
 - An entrepreneurial spirit and creative approach to strategy development.
 - The ability to thrive in an environment that is characterized by significant growth, diversity, and consistent change.
 - Strong organizational and analytical skills with the ability to prioritize and multi-task.
 - Ability to prioritize and multi-task, while working efficiently and addressing a wide variety of considerations under deadlines.

CORE COMPETENCIES AND SKILLS

- Dynamic leadership
- exceptional relationship building
- business development, and fundraising/sales
- results orientation
- strong written and verbal communication skills
- strategic relationship management
- entrepreneurial and innovative
- volunteer management

BENEFITS

- Employer-subsidized healthcare plan with employer-funded HRA offered
- Group dental, vision, life insurance and other insurance products available
- Paid holidays, volunteer days, personal days, and sick leave time
- 403(b) retirement plan with employer matching available

WORK ENVIRONMENT

- Normal office environment with little exposure to dust, noise, and extreme temperatures.
- Reliable personal transportation required.
- Lift or move up to 20 lbs.
- Stoop, kneel, crouch or crawl

INFORMATION

The above statements are intended to describe the general nature and level of work being performed by associates assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed. The contents of this job description may change as deemed necessary by United Way of San Antonio and Bexar County.

APPLY

To submit your application visit <http://bit.ly/uwsajobs>.

- Applications WILL NOT be accepted via email.
- Contact uwjobs@unitedwaysatx.org should you experience problems submitting your application.

United Way of San Antonio and Bexar County is an Equal Opportunity/Affirmative Action Employer. As an Equal Opportunity Employer, we do not discriminate on the basis of age, race, sex, sexual orientation, gender identity, gender expression, color, religion, national origin, disability, genetic information or any other status protected by federal, state or local law.

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