



**United Way**  
Oxford

**We have an opening...interested? Want to join United Way Oxford and be a part of an organization that inspires people to come together to make a lasting difference in our community?**

United Way Oxford is a great place to work with employees and volunteers who are proud to collaborate to create positive social changes in our community. We're looking for a dynamic, analytical leader who wishes to combine their professional talents with a commitment to our mission for the newly established role of **COMMUNITY IMPACT & ENGAGEMENT MANAGER**. The Community Impact & Engagement Manager will assist the Executive Director, the Community Investment Committee, the Board of Directors and the Resource Development Staff to better understand and measure the impact of our investments and focus on more targeted strategies to create positive lasting social change and enhanced community capacity.

### **Position Summary**

- Monitors and understands current and emerging social issues across Oxford and, utilizing a diversity, equity and inclusion lens, recommend UWO's role in addressing them.
- Leads the development of data-informed and collaborative Community Impact Strategies including focusing United Way Oxford's efforts and community investments to make the greatest social impact.
- Manages the distribution of funding, in accordance with the Community Impact Strategies, and in collaboration with the Community Investment Committee, through an equitable, outcome focused and transparent application and evaluation process.
- Monitors and evaluates outcomes of each funded program and the overall Community Impact Strategy.
- Coordinates and/or delivers training and capacity building workshops for community organizations.
- Researches, creates and/or delivers capacity building and awareness events to educate and inspire stakeholders, donors, partners, workplaces, community members, etc.
- Recruits, trains and engages volunteers

### **QUALIFICATIONS AND REQUIREMENTS**

- Minimum of three (3) years' experience in the non-profit sector focused on social planning, community engagement / communications or community development.
- Relevant post-secondary education, or an equivalent combination of education, training and experience.
- Strategic and innovative thinker, able to think both creatively and analytically.
- Champions anti-racism/anti-oppression, diversity, equity and inclusion and applies this lens in their work.
- Highly knowledgeable in community organizing, building coalitions, designing and delivering campaigns.
- Exceptional communicator with excellent written, presentation, oral and interpersonal skills.
- Experience in fund allocation, program evaluation and outcome measurement.
- Ability to establish and maintain a productive working relationship with other community agencies, government, media and other stakeholders.
- Advanced computer skills including Office365, CRM systems, social media, etc.
- Ability to multi-task and pay attention to detail, accuracy, timelines and quality of work at all times.

- Knowledge of pressing social issues and non-profit organizations in Oxford County is considered an asset.
- Must maintain a valid driver's license and access to own transportation
- Ability to work flexible hours including evenings and weekends, when necessary

Our commitment to being an employer of choice includes an engaging and rewarding work environment with opportunities to grow and develop your talents. We provide a benefit package which includes:

- Competitive compensation
- Paid break between Christmas and New Year
- Alternate summer hours
- Comprehensive extended health & insurance benefit package & wellness plan paid for by United Way
- Employer match RRSP program
- 3 weeks paid vacation to start

*United Way Oxford is committed to diversity and encourages applications from people who are Indigenous, racialized, 2SLGBTQ+, women, persons with disabilities, and other overlooked and underestimated groups. As part of our recruitment process, United Way Oxford offers accommodation for applicants with disabilities. If we contact you about an opportunity, please let us know if you require accommodation.*

Deadline for applications is Friday, July 21, 2023, at 4:30 pm.

Please forward your cover letter and resume in confidence to:  
K. Gilson at [unitedwayoxford@gmail.com](mailto:unitedwayoxford@gmail.com)

*Thank you for your interest in joining our team; however, only those being considered for interviews will be contacted.*