

# Fostering an Equitable, Engaged, Empowered Community



## CAREER OPPORTUNITY:

## Corporate Engagement Manager

<b>Position Posted: 5/1/2025</b>	<b>Application Deadline: 5/16/2025</b>
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- To apply, please send a cover letter and resume to [careers@unitedwaydm.org](mailto:careers@unitedwaydm.org)
- For more organizational information, please visit [www.unitedwaydm.org](http://www.unitedwaydm.org)

### Organizational Summary

For more than a century, United Way of Central Iowa (UWCI) has played a unique role in bringing together people and organizations from every corner of central Iowa to create and implement initiatives that address the community's most pressing needs. UWCI has purposely leaned into its expertise and has sought out the expertise of others in the community to ensure lasting impact. Growth and adaptation plus tried-and-true strategies are helping the organization to dig deep and foster an equitable, engaged, and empowered community.

Today, UWCI has 61 employees and approximately \$35 million in net assets and is dedicated to authentically engaging nonprofits, businesses, elected officials, community leaders, and those with lived experiences to collaborate and implement long-lasting solutions. UWCI remains committed to building upon its work to eliminate barriers and challenges for all central Iowans. Our overall strategy – United to Thrive – creates an imperative that all individuals in the community should not just survive but thrive. The United to Thrive five focus areas include Essential Needs, Early Childhood Success, Education Success, Economic Opportunity, and Health and Well-Being. See the link above for more information about our organization.

### Position Summary

United Way of Central Iowa is seeking two Corporate Engagement Managers to create, grow, and maintain year-round relationships with individuals and organizations to secure financial resources that support community needs and achieve United Way of Central Iowa's strategy, United to Thrive. The Corporate Engagement Manager is a part of the Advancement Team which works closely with volunteers, non-profits, and other organizations to develop and execute community strategies while ensuring the money raised has the greatest impact on our community. This is a great opportunity for individuals with skills in sales, fundraising, and strong relationship building. We're committed to building an inclusive team; we invite candidates of all backgrounds to apply.

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We offer a full benefits package and a hybrid work schedule of 3 days in the office and 2 days remote after 90 calendar days of employment for this full-time position. A monthly cell phone reimbursement and mileage reimbursement is provided for this position with a starting salary range of \$62,000 - \$65,000 depending on relevant experience.

## Essential Accountabilities Include (but not limited to):

- Develops and grows meaningful relationships with key company leaders, company influencers, and other individuals within assigned areas of responsibility for the workplace campaign.
- Seeks creative ways to engage and initiate year-round activities and strategies with corporate contacts in alignment with the company's Corporate Social Responsibility (CSR) and/or Environmental, Social, & Governance (ESG) goals.
- Integrates and implements revenue goals and strategies into work plans, projects, and initiatives.
- Maintains knowledge about UWCI organizational mission, goals, Community Impact strategies, and community needs to effectively communicate UWCI's message to external parties that builds meaningful and sustainable engagement.
- Represents United Way at campaign events, including preparing and delivering presentations at employee meetings, special events, donor receptions, and volunteer activities.
- Assists Employee Campaign Chairs (ECCs), CEOs, and foundation and community relations contacts in planning and executing employee campaigns and engagement activities using effective relationship building and customer service skills.
- Utilizes the CRM applications to monitor account information and progress to create related and useful data and reports. Closely manages assigned corporate accounts by tracking, updating, analyzing, and evaluating data.
- Engages and utilizes the expertise of segment volunteers to deepen their ties and support of United Way.
- Coordinates and leads regular touchpoint meetings with corporate contacts and volunteers, either in person or virtual.
- Works closely with other Corporate Engagement Managers and the Advancement Team as well as cross-functionally across the organization.
- Supervises the activities of assigned Loaned Executives during the fall campaign by mentoring, guiding, motivating, monitoring, and acknowledging progress on work assigned.
- Leads and coordinates group trainings for Loaned Executives and volunteers based on team assignments.

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## Competencies Required:

- **Relationship Building** – Ability to establish and maintain a good rapport and cooperative relationship with customers and coworkers of diverse backgrounds and experiences.
- **Customer Oriented** – Desire to serve donors and volunteers by focusing on meeting their needs, understanding their concerns, and seeking to build trust.
- **Project Management** – Ability to plan, organize, staff, direct, and control work tasks to meet a specific goal.
- **Presentation Skills** – Ability to effectively present information in front of a group, both in person and through virtual platforms.
- **Equity understanding and integration:** Ability to incorporate the organization’s strategic imperative around equity within areas of responsibility.
- **Communication, Verbal** – Ability to send verbal messages and listen to others’ responses to convey information.
- **Communication, Written** – Ability to write concise and clear letters, reports, articles, or emails, including proofing and editing.
- **Creative** – Ability to think in new ways that produce something new or lead to novel ideas.
- **Problem solving** – Ability to recognize courses of action that can be taken to handle problems and apply contingency plans to solve those problems.
- **Self-motivated** – Ability to reach a goal or perform a task with little supervision or direction.
- **Analytical Skills** – Ability to develop information and raw material into meaningful conclusions.

## Education:

- Bachelor’s Degree. Extensive experience in fundraising or revenue generation and managing volunteers can be considered in lieu of some education.

## Experience:/Requirements:

- Minimum two years of experience in sales, fundraising or volunteer management related to fundraising. Nonprofit experience and knowledge desired.
- Technically savvy with strong computer skills, including experience in Microsoft Word, PowerPoint, and Excel; CRM database navigation; and various virtual platforms (Microsoft Teams, Zoom).
- Valid driver’s license, good driving record, and own transportation.

United Way is an equal opportunity organization and all qualified applicants for employment or contract assignments will receive consideration for employment without regard to race, religion, skin color, gender, national origin, ethnicity, sexual orientation, gender identity, physical or mental abilities, genetic information, pregnancy, disability, age, family or marital status, veteran status or other characteristic protected by applicable. United Way of Central Iowa will consider qualified candidates with criminal histories in a manner consistent with the role requirements and any applicable local, state, and Federal law. If you are a job seeker with a disability, or are assisting someone with a disability, and require accessibility assistance or an accommodation to apply for one of our jobs, please call 515-246-6516.