

Date Posted: 11/29/12

**University of Houston
Graduate College of Social Work
JOB OPPORTUNITY POSTING**

Job Title: Director, Community Investment

Employer/Agency: United Way of Greater Houston

Job Description: The Community Investment Director will manage relationships with affiliate CEOs and oversee the affiliate agency investment process, grant processes and related activities. The Director will provide direction and coaching to staff and volunteers in the implementation of these process and activities. The Director will work with other Community Impact staff to integrate Vision 20:20 goals in community investment, THRIVE and Education.

Qualifications: Bachelor's degree in business, public policy, social work, non-profit management, law, human services or other related fields from an accredited institution and ten years of human services or administrative experience; or an advanced degree in business, public policy, planning, social work, philanthropic studies, non-profit management, law, human services or other related fields from an accredited institution and eight years of human services or administrative experience. Minimum five years of supervisory experience of professional staff is required.

Minimum Skills and Experience:

Demonstrated ability to coach and mentor professional staff. Ability to develop and manage relationships with a wide variety of individuals, including agency executives, United Way volunteers, staff and others; strong relationship skills are necessary, including, collaboration, diplomacy and discretion. Ability to analyze and interpret financial, social and economic trend data; ability to reach sound conclusions and make recommendations. Ability to take initiative, work independently as well as in a team, seeking consensus where possible and manage a wide variety

of responsibilities. Ability to set and meet goals and objectives; ability to focus and prioritize. Ability to use independent judgment and critical thinking skills and take independent action in evaluating situations and making decisions. Basic knowledge of social service delivery systems. Experience in group facilitation skills and utilizing a team approach to solving issues. Experience with developing collaborative partnerships and in strategic planning desirable. Excellent communications skills - both written and verbal; ability to make presentations to groups of people.

Salary/Hours: DOE

Employer/Agency: United Way of Greater Houston
City, State, Zip: Houston, TX

Application Method: Apply online at:
<https://home.eease.adp.com/recruit2/?id=2783151&t=1>

Opening Date: Immediate

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@sw.uh.edu with the hiring details of your new job opportunity. Thank you