Organization: United Way of the Midlands
Job Title: Community Liaison, Community Investments
Department: Community Investments and Analytics
FLSA Status: Full Time, Exempt
Location: Omaha, NE (onsite)

UWM's Mission: To UNITE our community's CARING SPIRIT to build a STRONGER tomorrow.

UWM Guiding Principles:
• Build TRUST in everything we do
• Extend GRACE by thinking beyond yourself
• Show GRIT by bringing it every day
• Be OPEN to embrace others’ differences
• Actively ENGAGE by listening and sharing
• Live CURIOUSLY to learn constantly

As an organization that has been around for 100 years, United Way of the Midlands (UWM) has maintained a long-standing commitment to addressing social injustice by serving the underserved and partnering with other organizations that are striving to create a more equitable community. We are diligently working to learn more about the experiences of different communities and to strive for inclusivity and equity so individuals and families can lead the best lives possible.

The Community Liaison acts as UWM’s ambassador in developing, maintaining, and promoting positive long-term relationships with nonprofit agencies, volunteers, supporters, donors, related community organizations, and the public at large.

Additionally, the Community Liaison leverages UWM partnerships across the nonprofit and business sectors to support individuals and organizations seeking to elevate their DEI efforts. In doing so, the Community Liaison is responsible for identifying funding partners to support initiatives, in consultation with UWM’s donor engagement and grant writer.

Duties and Responsibilities:
• Maintains relationships with community partners to advance UWM’s mission:
  o Builds and maintains relationships with public and private sector community institutions and nonprofit organizations to identify community needs, develops approaches to meeting community needs, and ensures successful implementation of UWM’s mission in the community;
  o Establishes and builds relationships with expert community stakeholders to determine the best practices for achieving the highest impact results, identifies effective program investments and analyzes results of programming; and
  o Serves as a trusted, collaborative resource to nonprofits and businesses interested in advancing DEI through service delivery, hiring practices, and more.
• Collaborate with funded partners and experts in the field to develop resources for organizations seeking support and training. Provide direct training when necessary.
• Serves as subject matter expert in priority health and human services:
  o Develops and maintains current information on the needs of the community as well as best practices to address needs;
  o Develops an in-depth understanding of community resources through research, involvement in community planning and advocacy groups and other activities;
  o Uses knowledge to make recommendations about funding priorities, new activities, and strategic direction;
Participates in community collaborations, partnerships, and national and state organizations involved in community impact work, identifying appropriate roles for UWM; and
Develops expertise of funded partners by planning trainings, sharing information, and other activities.

- Build pro-active relationships within the community with cross-functional subject matter experts to ensure alignment and focus on diversity and inclusion in all practices.
- Driving is an essential function of this position.
- Helps to highlight UWM’s commitment to equity through relationships, marketing materials, reporting, and presence in community groups or collaborations.
- Leverages existing networks as well as creates new ones within the community.
- Participates in approved national and state training opportunities and conferences.
- Other duties as assigned.

Required Skills and Abilities:
- Must be able to work in a fast-paced, high-profile environment.
- Must demonstrate UWM’s Core Values in all internal and external interactions.
- Must have the ability to communicate effectively both verbally and in writing; establish positive public relations, and interact effectively with people of diverse backgrounds.
- Must have a reliable vehicle and valid state driver’s license/insurance.
- Must have experience working directly with people and/or programs that serve diverse racial, ethnic, and socioeconomic backgrounds.
- Must possess skills that foster and enhance collaboration across sectors.
- Must be able to navigate sensitive social, economic, and political circumstances with professionalism and tact.
- Must have strong internal motivation to establish new processes and procedures, acting with patience where necessary to achieve long-term change.
- Must be a quick study to have an in-depth understanding of UWM’s priorities and alignment with policy and DEI efforts.
- Must be proficient with Microsoft Office Suite of software, including Excel, Word, and PowerPoint.
- It is essential to have the ability to work well under pressure and meet deadlines.
- Must have the ability to lead projects to completion and be a supportive teammate when necessary.
- Must have the willingness to independently initiate action items, exercise thoughtful independent judgment, and plan and prioritize a diverse workload.
- Knowledge of program design and evaluation is a plus.
- Knowledge and familiarity with private and corporate foundations in the Omaha community.
- Knowledge and understanding of securing and reporting on government grants.
- Ability to attend and participate in events and community meetings that occur some evenings and weekends.

Supervisory Responsibilities:
- This job has no supervisory responsibilities.

Education and Experience:
- Bachelor's degree REQUIRED from an accredited college or university in Social Services, Human Services, or a related field preferred.
- Three to five years of non-profit or community engagement-related experience.

Physical Requirements:
- Prolonged periods of sitting at a desk and working on a computer.
- Regularly reach with hands and arms and talk or hear.
- Occasionally required to walk; climb or balance and stoop, kneel, crouch, or crawl.
- Must occasionally lift and/or move up to 10 pounds.
- Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.
- The noise level in the work environment is usually moderate.

Benefits:
• Shared health, dental and vision insurance
• Generous 401(k) Retirement plan
• Paid vacation and sick time
• Employer paid life and disability insurance
• Professional development assistance
• Tuition reimbursement
• Onsite cafeteria and gym

How to Apply:
Please submit your cover letter and resume to resume@UWMidlands.org

United Way of the Midlands is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristic protected by law.