



UNITED WAY OF WILL COUNTY PRESIDENT & CEO OPPORTUNITY GUIDE

www.uwwill.org





ABOUT UNITED WAY OF WILL COUNTY

United Way of Will County (United Way) partners Will County's 30+ communities and resources to empower people and create positive, sustainable change. The mission is deeply rooted in the organization's history which began in 1936. United Way is a member of the United Way Worldwide network which advances the common good in communities across the world focusing on education, income, and health, the building blocks for a good quality of life. Over the years, the mission of United Way Worldwide and the local United Way has evolved from an emphasis on workplace giving to a focus on its status as a vital partner and resource in individual communities. Like other United Way affiliates, United Way of Will County is now working to address local challenges together with other community leaders to positively influence key impact areas by providing funding, access to resources, or direct programming.

Community Impact drives our work – we look at needs beyond the services offered by a single program and integrate services to provide a full spectrum of personal and social solutions. It is a comprehensive approach to social services and how they impact individuals, families, and communities. United Way supports programs and services focusing on health, literacy, disaster relief, emergency food and shelter, and more. These social change projects are not typical “one and done” volunteer events but have long-term goals and objectives to make an impact. These collective efforts directly aid one out of every three community members. In 2020, United Way also helped with the disbursement of \$750,000 in COVID-19 Relief funds.

Through United Way's four community impact areas in 2019:

- 31,058 Will County residents received help with the opportunity to move toward economic self-sufficiency and independence. (Self Sufficiency)
- 42,268 residents experiencing trauma, crisis, and abuse gained the skills, resources, and interventions necessary to be safe in our community. (Safer Communities)
- 12,785 residents had access to the resources necessary for optimal personal health. (Healthy Lifestyles)
- 11,085 children worked to become socially responsible, independent, and productive adults. (Youth Success)

United Way is governed by a 13-member Board representing multiple industries, including banking, public and higher education, organized labor, and private sector business. The Board aims to authentically represent the wide range of needs and diversity of the community it serves. The need for a new CEO was prompted by the retirement of Mike Hennessy after 31 years leading United Way. Mr. Hennessy is appropriately recognized and honored for his ability to address a myriad of community challenges, crises, and adversity with tact and grace, and for never losing sight of what was most important – community, partners, and the very people United Way serves.



THE OPPORTUNITY: PRESIDENT & CEO

United Way of Will County is seeking a visionary and strategic executive as its next President & CEO. The new executive will lead the organization into a new age during a pivotal time in the organization’s history. The organization is poised to envision, design, and pursue a new strategic plan to ensure United Way is prepared to meet the evolving and diversified needs of Will County in dynamic and innovative ways.

The hardship that COVID-19 has brought to the community accentuates the need for both short-term and long-term support of human service programs. The President & CEO will provide leadership for mission affirmation, vision-setting, diversified revenue efforts, program effectiveness, and programmatic and community growth. The relationship focused executive will invigorate United Way’s presence in the community, ensuring that leadership always has a “seat at the table” when conversations and decisions are generated about key human services topics affecting the county.

The new United Way leader will focus on partnership and coalition building, ensuring the collective effort of United Way and the programs it funds are serving the community with the greatest impact. This is an excellent opportunity for a proven leader to take United Way “to the next level.”

Working closely with and reporting to a passionate Board of Directors committed to United Way’s mission, the President & CEO will address both long- and short-term goals set by the Board. The President & CEO leads a team of four professionals in executing elements of an operational plan and operates with a \$2.1 million budget.

PERFORMANCE OBJECTIVES

Vision, Leadership, and Management

- Drive United Way's work in the community and serve as the primary voice and face of mission.
- Create and lead the next planning process, developing strategies, metrics, targets, and initiatives to ensure all efforts are delivering on the mission and pursuing the collectively adopted vision.
- Provide oversight for data collection to better provide information to constituencies to improve services, garner resources, and achieve and measure results.
- Promote understanding of the United Way mission to staff of four and the community, and the collective role in fulfilling it.
- Ensure that all departmental and individual performance objectives align with the strategic plan and establish accountability for community impact and organizational goals.
- Provide collaborative leadership in maintaining a positive and productive working relationship among the Board of Directors, membership, partner organizations, and volunteers.
- Ensure an inclusive, positive, equitable, and engaged work environment to improve staff efficiency, effectiveness, and productivity.

External Relations and Fundraising

- Act as the primary representative of and ambassador for United Way, strengthening and stewarding current relationships and building new ones with corporate executives, government representatives, nonprofit executives, and other community leaders and partners.
- Create a consistent positive brand experience for corporate and individual investors and key partners.

- Foster efforts to measure and strengthen trust, favorability, and the likelihood of volunteer and investor support as well as growth in the number of opportunities where United Way can give voice to important community issues.
- Design and implement a comprehensive and inclusive philanthropic program with elements of donor identification, cultivation, solicitation, and stewardship.
- Ensure community impact strategies are aligned with community and donor aspirations, goals are set and progress is followed.
- Help lead task forces and committees working with community issues, including planning crisis response efforts and confirming the Impact and Investment Council is making appropriate investment recommendations to best support and serve the community.
- Verify United Way's voice is clear and present when matters of impact in the community and within United Way's mission are being reviewed and discussed.
- Establish a culture of shared accountability with partner organizations, verifying that programs are mission driven, in line with strategic plan goals (the community and United Way), and support the needs and purpose of membership and the field.
- Create new and innovative marketing and outreach strategies using technology and social networks to increase visibility of the organization for diverse, new audiences.
- Research and identify opportunities to engage new community partners. Capitalize on opportunities to collaborate on projects and advance United Way's mission.
- Make certain that United Way's image, programming, resourcing, and leadership represents the entire County, serving the areas of greatest need to meet the goals of Community Impact.

PERFORMANCE OBJECTIVES

Board and Volunteer Relations

- Partner with the Board of Directors and Committees on:
 - identifying community priorities,
 - promoting collaboration to ensure efficient and effective utilization of community resources,
 - and devising and implementing strategies to best serve the community.
- Lead and assist the Board of Directors and Committees with direction in matters of policy formulation, interpretation, and implementation; long- and short-range goal setting and planning; and securing and retaining high quality volunteer leadership.
- Empower the appropriate team member to support the Board Chair, Executive Committee, Board of Directors, and key committees providing needed reports, monitoring key metrics, Return on Investment (ROI), and recommending actions.

Administration and Finance

- Oversee Board approved financial management procedures, including assisting in the development and monitoring of the operating budget, payments to vendors and member agencies, oversight of financial control policies, maintenance of financial records, preparation of audit, and timely payment and filing of payroll and other taxes and reports.
- Ensure the accuracy of financial statements, safeguard assets, maintain effective internal controls, and implement financial and investment policies/procedures.
- Establish regional or statewide partnerships or collaborations with other local United Ways when appropriate, maintaining that United Way meets the United Way Worldwide membership requirements.
- Develop an annual operating budget and reporting procedures. Ensure that the organization operates within budget guidelines.
- Regularly monitor budgets and cash flow statements and maintain consistent reporting on the organization's financial position and outlook.
- Demonstrate fiscal responsibility and efficient use of all organizational resources.
- Ensure that all current programs are in line with strategic planning and organizational priorities, monitor programs' efficiencies, effectiveness, and ROI.





THE QUALIFIED CANDIDATE

United Way seeks a passionate, visionary, strategic, executive leader as its next President & CEO; a confident relationship builder and community advocate who will usher the organization into the future. The successful candidate will be a proven executive with a track record of identifying, establishing, and growing coalitions to address both short- and long-term community needs. The successful candidate will be a passionate leader with demonstrated knowledge of Will County and its unique challenges and opportunities.

Compensation for this role has been recently benchmarked against market-rate, peer and United Way standards and will be up to \$120,000, dependent on depth of experience. The next President & CEO does not need to live in Will County, but strong immersion in the community will be expected at professional, social, and civic levels. All application inquiries will be held in strict confidence.

United Way of Will County is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation, national or ethnic origin, disability, marital status, veteran status, or any other occupationally irrelevant criteria.

Specific Requirements Include:

- Strong, authentic passion for United Way’s mission and the community and people it serves.
- A minimum of 10 years of professional experience, with at least five years in progressive leadership roles/management experience; documented ability to manage and motivate staff, lead teams, and meet or exceed financial goals.
- Ability to build strong external relationships with a variety of volunteers, public leadership, partner organizations, and other stakeholders.
- Track record in financial management, stewardship, and developing strategies to successfully increase revenue.
- Proven success in building strong and productive work teams with a focus on mentoring and nurturing staff development.
- Strong analytic and strategic thinking skills with demonstrated ability to create, implement, and monitor complex plans and translate those plans into goals and concrete strategies.
- Career track record that shows stability with an organization and capacity to develop and nurture relationships culminating in overall success.
- Possess traits and characteristics desired by the Will County community: magnetic, energetic, honest, humble, fearless (of change), and forward thinking (in change management, technology, and generational differences).
- Bachelor’s degree required; Master’s degree in related field preferred (i.e., Public Administration, Business, etc.).



HOW TO APPLY

To assure confidential tracking of all applicants, no applications will be accepted via email. ALL INQUIRIES WILL BE HELD IN STRICT CONFIDENCE.

APPLY NOW

This search is being managed by Heather Eddy, President and CEO, and Kiana Martin, Project Coordinator of KEES. Questions may be addressed to kmartin@kees2success.com.

About KEES

KEES is a retained executive search and consulting firm that builds transformative teams and leaders. Founded in 2013 as an expansion of Alford Executive Search, KEES partners specifically with nonprofit organizations to provide an array of executive search, leadership development, interim staffing and human resources support. For more information about KEES, please visit www.kees2success.com.





MORE ABOUT WILL COUNTY

Southwest of Chicago, Will County is Illinois' fourth largest county (850 square miles) and home to a vibrant and diverse population that is one of the nation's fastest growing counties. Founded in 1836, today Will County is a major hub for roads, rail, and natural gas pipelines and serves 38 total villages and cities and 24 townships. The county is comprised of large population centers such as Joliet and rural communities as well. Between the 2000 and 2010 census, the County's population grew by 34.9% and trends will either maintain or continue the growth in coming decades.

With its strategic location, access to global markets, and impressive quality of life, Will County has much to offer to both businesses and residents:

- Providing a home to four universities and colleges.
- Offering a wide variety of recreational and arts opportunities, including [The Rialto Square Theatre](#), [KidsWork Children's Museum](#), [the Illinois Aviation Museum](#), and two downtown Joliet casinos.
- 70 forest preserves, including 10 designated Illinois Nature Preserves, totaling 21,000 acres of land and trail systems.
- Two state/federal parks are in the County, along with the Illinois and Michigan Canal, connecting the Great Lakes to the Mississippi River and ultimately the Gulf of Mexico.

