



GREAT CAREERS START HERE!

Are you interested in becoming a valued member of an award-winning team of professionals who are dedicated to helping ease hardship & foster financial stability in our community? We'd love to hear from you! Apply today for the Vice President of Community Engagement position by sending your resume to: jobs@nfcchelp.org

Job Summary: The Vice President of Community Engagement (VPCE) is a senior leadership role responsible for developing and implementing strategies to build meaningful relationships with the community, donors, and stakeholders. The VPCE will lead initiatives to increase awareness, partnerships, and financial support for the organization's mission. This position oversees community engagement, marketing, public relations, and volunteer programs to ensure alignment with organizational goals.

Job Duties and Responsibilities:

- Develop and execute a comprehensive community engagement strategy that strengthens the organization's visibility, reputation, and impact.
- Collaborate with the President to develop and execute the organization's strategic plan and budget with specialized focus on community engagement initiatives
- Develop metrics and key performance indicators to track and evaluate the effectiveness of community engagement activities, demonstrating the positive impact on the community.
- Collaborate with the executive leadership team to align engagement strategies with the organization's mission and goals.
- Provide support to the President for Board of Directors meetings and retreats.
- Build and nurture relationships with community leaders, faith partners, businesses, government agencies, elected officials and other nonprofits to foster collaboration.
- Work closely with the development team to create and execute donor engagement strategies, including major gift cultivation, donor recognition, and stewardship programs.
- Work closely with the development team on grant prospects and strategies to increase and drive corporate and foundation revenue
- Oversee the planning and execution of organization sponsored fundraising events including seasonal events
- Oversee the development and implementation of marketing and communication strategies, including social media, press releases, newsletters, and campaigns, to raise awareness about the organization's mission and programs.
- Act as the primary spokesperson for the organization, ensuring consistent and compelling messaging.
- Develop and manage a robust volunteer program to engage individuals and groups in meaningful ways that align with the organization's mission.
- Oversee recruitment, training, and recognition of volunteers.
- Monitor and evaluate the effectiveness of community engagement strategies and recommend improvements as needed.
- Responsible for leading and managing the development and marketing department staff including hiring, onboarding, performance evaluations, promoting positive employee relations and talent development.

Required Skills and Abilities:

- Advanced principles, practices, tools and techniques of planning and implementation of nonprofit fundraising, marketing and development programs.
- Proven ability to develop and maintain relationships with diverse stakeholders, including donors, community leaders, and corporate partners.
- Demonstrated experience in fundraising, including major gift cultivation, corporate sponsorships, and grant writing.
- Experience managing and motivating teams to achieve organizational goals.
- Experience in research methods and analysis techniques.
- Knowledge of Salesforce.
- Excellent organizational and project management skills.
- Strong written and verbal communication skills.
- Strong interpersonal and public speaking skills.
- Proficient with Microsoft office programs (Word, Excel, and PowerPoint).
- Criminal background check clearance.
- Negative drug test screening.

Education and Experience: Bachelor's degree in business administration, communications, marketing, public relations or another relevant field. Seven years' experience in leading and managing development and fundraising activities, nonprofit experience preferred.

Supervisory Responsibilities: This role serves as liaison between NFCC, donors, prospective donors and the community. The VPCE is responsible for managing the Development team and the Marketing and Communication team.

If this sounds like the role for you, we'd love to meet you! Please submit your resume to jobs@nfcchelp.org.

Job Competencies:

- Analytical - Synthesizes complex or diverse information; Collects and researches data; Uses intuition and experience to complement data; Designs workflows and procedures.
- Business Acumen - Understands business implications of decisions; Displays orientation to profitability; Demonstrates knowledge of market and competition; Aligns work with strategic goals.
- Interpersonal Skills- Focuses on solving conflict, not blaming; Maintains confidentiality; Listens to others without interrupting; Keeps emotions under control; Remains open to others' ideas and tries new things.
- Judgement - Displays willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision-making process; Makes timely decisions.
- Organizational Support - Follows policies and procedures; Completes administrative tasks correctly and on time; supports organization's goals and values; Benefits organization through outside activities; Supports affirmative action and respects diversity.
- Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently; Plans for additional resources; Sets goals and objectives; Organizes or schedules other people and their tasks; Develops realistic action plans.
- Problem Solving - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.

- Professionalism - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.
- Managing People - Includes staff in planning, decision-making, facilitating and process improvement; Takes responsibility for subordinates' activities; Makes self-available to staff; Provides regular performance feedback; Develops subordinates' skills and encourages growth; Solicits and applies customer feedback (internal and external); Fosters quality focus in others; Improves processes, products, and services.; Continually works to improve supervisory skills.
- Project Management - Develops project plans; Coordinates projects; Communicates changes and progress; Completes projects on time and budget; Manages project team activities.
- Teamwork - Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team 3 above own interests; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.
- Strategic Thinking - Develops strategies to achieve organizational goals; Understands organization's strengths & weaknesses; Analyzes market and competition; Identifies external threats and opportunities; Adapts strategy to changing conditions.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: Work is performed indoors in an office setting sitting in front of a computer up to 80% of the time. Must be able to lift, push or pull up to 10lbs. Will be required to work evenings and weekends as needed.

EEO Statement: NFCC is an Equal Opportunity Employer, NFCC does not discriminate based on race, religion, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disabilities, national origin, veteran status, or any other basis protected by the law. All employment is decided based on qualifications, merit, and business needs.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities, or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

If this sounds like the role for you, we'd love to meet you! Please submit your resume to jobs@nfcchelp.org.

NFCC is a 501(c) 3 nonprofit organization whose mission is to help ease hardship & foster financial stability in our community.