

TO BE CONSIDERED FOR THIS POSITION, SUBMIT A RESUME, A LETTER OF INTEREST, AND A UNITED WAY OF PIERCE COUNTY APPLICATION TO: KEITHB@UWPC.ORG

Position Title: Director of the Growing Resilience in Tacoma demonstration

Start date: June 2021

Job Location: Tacoma, WA

Posting Salary: Salary and benefits commensurate with experience. Salary range: \$54,000 - \$63,000

Position Context:

Under the leadership of Mayor Victoria Woodards, a founding member of [Mayors for a Guaranteed Income](#) (MGI), and through a partnership with United Way Pierce County, Tacoma has been planning a guaranteed income demonstration that will launch in late Summer 2021.

Position Description:

United Way of Pierce County is searching for a highly skilled and motivated individual to serve as the full time Director for this demonstration. The GRIT Director will coordinate the overall strategy for the demonstration, manage storytelling partners, coordinate research activities, and serve as the point of contact for Tacoma recipients. Overall, this individual will be responsible for the administration and success of the country's first municipal-led guaranteed income pilot.

Position responsibilities:

Guide the strategic direction of GRIT:

- Work closely with CEO and President Dona Ponepinto, Mayor Victoria Woodards and the GRIT Steering Committee to identify research and story-telling priorities and partners, coordinate their activities, and ensure efficient and smart execution against the demonstration's priorities
- Identify new opportunities to bring in partners and improve the outcomes of GRIT
- Develop grant proposals to secure additional funding; manage strategies and activities for donor cultivation and relations
- Keep critical stakeholders involved and informed by producing high-quality memos, reports, and other materials
- Coordinate, vet, and support media requests

Administer GRIT:

- Manage day-to-day GRIT operations
- Prioritize community relations and engagement by updating local partners and responding to community feedback and interest
- Identify and coordinate on-the-ground administration

- Serve as the primary point of contact for GRIT recipients, addressing any questions or concerns, and ensure that funds are being disbursed in a timely manner

Requirements and qualifications:

- Bachelor's degree required, advance degree preferred
- Background/ 6+ years of professional experience related to poverty, economic policy, or social work
- Track record of starting or building new initiatives or programs
- Knowledge of and experience using evaluation and community-based research to inform program development and execution
- Experience working with governing bodies, including advisory boards
- Record of success engaging a variety of stakeholders, including residents and community groups, and demonstrated ability to collaborate with cross-functional staff
- Excellent project management skills
- Exceptional written and verbal communication skills with ease in public presentations
- Ability to work both independently and as part of a team
- Understanding the strength of diversity, and the need for solutions to support all regardless of race, religion, gender, immigration status, or ethnicity
- Bilingual (English/Spanish)
- Ability to commute to and spend extensive time in Tacoma for the duration of the demonstration project