



## Vice President of Nonprofit Engagement and Strategic Initiatives

### Job Title

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### About UNA

UNA is about building happy, healthy, resilient communities—communities that provide shelter, solace, joy, inspiration, nourishment for bodies and souls, and healing for our air, water, and land.

We accomplish this by unifying, elevating, and strengthening Utah's nonprofits. Our work includes advocating for these critical organizations and equipping them with the information, training, resources, and benefits that they need to advance their missions. We are a 501(c)(3) nonprofit charity with a diverse revenue model, an engaged and active board of directors, and a deep commitment to building extraordinary nonprofits.

Utah's nonprofit community is comprised of more than 11,000 nonprofits that employ over 124K people, earn more than \$19 billion in revenue each year, and have assets of \$38 billion.

### Job Summary

Utah Nonprofits Association (UNA) is seeking a visionary leader to oversee the implementation, execution, and evaluation of key programs, including an inaugural Utah Nonprofit Film Festival and statewide Giving Day initiative. This role will focus on advancing UNA's purpose of building the capacity of nonprofit organizations and supporting their critical missions by increasing awareness and funding for nonprofit work, driving nonprofit collaboration, enhancing storytelling, fostering donor engagement, and overseeing the development of new initiatives through innovative and impactful campaigns. This individual will collaborate with UNA's team to support ongoing events such as Utah Philanthropy Day and the UNA Annual Conference.

Reporting and Supervision Structure: Reports to the CEO and, in partnership with the Programming Director, supervises and coaches an Event Coordinator.

Become a member of a team dedicated to supporting Utah's nonprofit community and serving UNA's vision: *To unify, strengthen, and elevate Utah's nonprofits, serving our vision of strong and vibrant communities for all of Utah.*



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### Key Responsibilities

### Program Development and Management

#### 1. Utah Nonprofit Film Festival

- a. In partnership with CEO and UNA team, oversee all aspects of the Film Festival, from planning to execution, ensuring alignment with program priorities and goals.
- b. Secure and guide consultants in the development and implementation of hope-centered storytelling training for use in films and training for nonprofits.
- c. Facilitate nonprofit grant program for selecting film recipients and work with contractors in the production of high-quality short films.
- d. Collaborate with UNA Board of Directors' Fundraising and Development Committee and colleagues, including Event Coordinator and communications team, in enhancing the success of the event.

#### 2. Statewide Giving Day

- a. Develop and lead strategy for 2026 Utah Giving Day initiative.
- b. Collaborate with stakeholders to provide resources, training, and tools for participating nonprofits.
- c. Work with UNA COO to identify innovative technology and giving platforms that drive donor engagement.
- d. Collaborate and communicate with communications team to create comprehensive and effective communications strategy.

### Event Leadership and Strategic Growth

- **UNA Annual Conference:** Engage and delight nonprofits, sponsors, and exhibitors by planning, organizing, and curating the Annual Conference. Lead and collaborate with the UNA Conference Committee, the event coordinator, and other staff to create a meaningful and impactful event and meet all goals.
- **Utah Philanthropy Day:** Advance Utah Philanthropy Day by working in partnership with the event partners, UServe Utah, Association of Fundraising professionals Utah Chapter, to create and promote the annual celebration of volunteerism. Lead



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logistics, site selection, and film production, and day-of event logistics with the support of the Event Coordinator and other UNA team members.

### Partnership and Sponsorship Development

- Partner with the CEO and Chief Growth Officer to
  - create and implement the UNA development and communications strategy and secure and steward sponsorships for UNA capacity, programs, events, and initiatives,
  - develop and maintain relationships with key partners, including local businesses, donor-advised funds, and philanthropic leaders.
- Partner with CEO to cultivate long-term partnerships with high-net-worth individuals, corporations, and foundations to support UNA's mission.
- Work with the Chief Growth Officer to deepen relationships with Business Affiliates with the goal of cultivating sponsorships and referrals.

### Evaluation and Reporting

- Develop and implement evaluation strategies to measure program success, including qualitative and quantitative outcomes.
- Prepare and present program reports.

### Qualifications

- 5+ years of experience in nonprofit program management, event planning, fundraising and development, or related field.
- Demonstrated ability to lead innovative campaigns and foster collaboration among diverse stakeholders and create meaningful impact.
- Exceptional organizational and project management skills, with a focus on meeting deadlines and delivering measurable results.
- Knowledge of donor engagement platforms, fundraising strategies, and nonprofit operations.
- Excellent communication skills, including public speaking and writing.
- Proven track record of identifying and securing major gifts and corporate sponsorships



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### Preferred Attributes

- Experience working with creative professionals, including filmmakers and production teams.
- Passion for empowering nonprofits to achieve their missions and engage communities effectively.
- Proficiency in technology tools, including AMS systems, project management platforms, and data analytics tools.
- Exceptional skills in collaborating with people and partners
- Collaborative and a sense of humor wouldn't hurt
- Kindness

### Hours

This is a full-time, exempt position which, for UNA, equals 32 hours per week, Monday through Thursday. Most of the work will be accomplished between the hours of 9:00 AM to 5:00 PM; UNA offers flextime. From time to time, this position will require you to attend after-hours, off-site UNA events with the understanding that we'll adjust your regular hours for that week.

### Location

UNA works remotely and meets in-person on occasion. Other in-person activities include team meetings, member events, as well as meetings with members, prospective members, community partners, businesses, and other community representatives.

### Salary and Benefits

Salary Range: \$60,000 to \$75,000 (DOE) + Annual Bonus based on individual and organizational success.

Generous paid time off starting at three weeks per year (accrued), 13 paid holidays plus the week between Christmas and New Year's Day, sick leave, subsidized health-care plan with no in-network deductible costs for employee, 50% paid dental insurance for the employee, 3% matched retirement plan, flexible schedule, and a \$50 per month internet stipend.



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### Culture

UNA seeks to create a “work + love” culture. The organization demonstrates this culture in several ways. UNA

- Respects the capacity of the team and of individual staff members.
- Offers hours and benefits to support both personal growth and work-life balance.
- Fosters an environment that advances collaboration, partnership, respect, accountability, responsibility, and results.
- Includes, when possible, team ownership of policies and procedures.
- Builds learning opportunities into work.
- Celebrates the unique contributions, experiences, and perspectives that each person brings, recognizing that our collective strength lies in our differences.
- Fosters a deep sense of connection and community, cultivating an environment where everyone is seen and valued and able to thrive.

### How to Apply

Complete the [application](#). We promise that we will respond to each and every applicant, so please do not email us about the status of your application.