**Executive Director**

**Fremont Area United Way**

**Fremont, Nebraska 68025**

**Position Summary**

The Fremont Area United Way **(FAUW)** is seeking an outstanding communicator and visionary leader to serve as the Executive Director. This individual will be responsible for providing strategic direction, managing day-to-day operations, leading fundraising efforts, and executing the organization’s mission. The Executive Director will report to the Board of Directors and will work collaboratively with community leaders, volunteers, and partners at all levels of the public, private, and voluntary sectors.

The Fremont Area United Way serves the city of Fremont, NE as well as Dodge and Washington counties in northeast Nebraska. Fremont is located approximately 30 miles west of Omaha with a population of approximately 28,000. Primary industries include agriculture, manufacturing, transportation, education, healthcare, and animal agriculture.

**Education/Experience Qualifications**

* Five plus years of management experience, preferably in a non-profit organization required
* Bachelor’s degree is required. Graduate degree in business, social services, administration, or other relevant field is preferred
* Resource development and grant management experience preferred
* Knowledge of people, culture, issues and relationships in the greater Fremont area and Nebraska preferred
* Candidates bilingual in English/Spanish preferred

The successful candidate will be an enthusiastic community leader who utilizes volunteer resources, management skills, communication skills and the ability to collaborate and foster inclusiveness among a wide range of people with diverse backgrounds in order to fulfill the mission of the Fremont Area United Way.

**Roles and Responsibilities**

* Supervise, direct, and evaluate job performance of paid and volunteer staff
* Work with agencies to set goals and articulate financial needs
* Disburse funds as budgeted and/or needed
* Provide leadership and coordination of annual campaign activities
* Oversee the organization’s fiscal activities including budgets and audits
* Collaborate with leaders of other community non-profits
* Serve as liaison between FAUW and United Way Worldwide
* Work with the Board of Directors to develop strategies for securing new donors
* Embrace active community leadership and involvement in community planning activities with organizations such as city and county governments, Chamber of Commerce, and schools

Competitive salary, time off and health benefit package included.

Qualified candidates are invited to send resume and cover letter outlining experience, education, and training to match criteria to:

Fremont Area United Way Board President, Shaun Custard

450 E. 23rd Street

Fremont, NE 68025

Or shaun.custard@nmhs.org

Or call at 402-727-3859

*Fremont Area United Way is an Equal Opportunity Employer.*