

Maui United Way President & CEO Job Description

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REQUIREMENT: This position is located on Maui, Hawai'i. We are giving highest consideration to candidates who live in Hawai'i or have lived in Hawai'i and want to return to serve Hawai'i, with life experience in Maui County extremely important.

(Additional requirements below.)

Position Summary

For nearly 80 years, Maui United Way (MUW) has humbly served the people of Maui County, connecting people, organizations, and community. MUW's staff works closely with public and private funders, nonprofit community partners, and community volunteers to make a meaningful impact on the community.

The President + CEO will bring fundraising, financial management, and partnership development skills; an understanding of the complex issues confronting Maui County, especially our fire-impacted communities; experience with and knowledge of scaling and right-sizing organizations; and organizational culture development. The CEO will implement MUW's strategies by identifying and capitalizing on growth opportunities, including revenue diversification; expanding community partnerships; and cultivating other resources. The CEO has overall strategic accountability and operational oversight for MUW's staff, programs, growth, and the successful executing of its mission.

Reporting to the Board of Directors, the CEO will collaborate with the board, staff, nonprofit partners, and community stakeholders to deepen the organization's impact in promoting equity through building strong and prosperous communities. Serving as MUW's primary spokesperson and chief ambassador, the CEO will inspire confidence with both external and internal audiences, while demonstrating superior leadership, management, partnership, and communication skills. MUW serves diverse communities and islands with distinctive needs, so the CEO's ability to actively listen, communicate clearly, build trust, and foster a pono reputation will be highly valued.

Key Responsibilities and Sought After Values

The President/CEO is ultimately responsible for the successes and failures of the organization. The major responsibilities of this position include, but are not limited to:

- **Team-Builder:** First ensures that the right people are in the right roles at the right times; fostering commitment, trust, and collaboration among multicultural leaders and stakeholders.
- **Business Acumen:** Possesses a high-level of broad business and management skills and is effective at generating financial support for the organization.
- **Network-Oriented:** Values and strategically leverages the power of networks; strengthening relationships and deepening community trust in each collaborative project.
- **Mission-Focused:** Catalyze others' commitment to mission to create lasting positive change within Maui County. This commitment drives their performance and professional motivations.
- **Demonstrates Aloha:** Understands that people come before process and is astute in cultivating and managing relationships toward a common goal. Respectful of all people and visitors of Hawai'i.

- **Collaborator:** Understands the roles and contributions of all sectors of the community and can mobilize resources (financial and human) through meaningful engagement and collaboration.
- **Results-Driven:** Dedicated to shared and measurable goals for the common good; creating, resourcing, scaling, and leveraging strategies and innovations for broad investment and impact.
- **Brand Steward:** Steward of the organization's brand and understands his/her/their role in growing and protecting its reputation and results of the greater network.
- **Visionary:** Confronts the complex realities facing Maui County today while looking to create a better future, providing purpose, direction, and motivation.

Specific Responsibilities

- Partner with the board and MUW's leadership team to craft organizational goals, develop strategies, and ensure accountability.
- Demonstrated experience and success in financial management and budgeting; including fundraising and development (or related field that provides an equivalent skillset in a nonprofit environment).
- Provide effective oversight or organizational budgeting and finances ensuring financial responsibility and compliance.
- Ensure sustainable funding from a variety of sources, including government and foundation grants, major gifts, smaller donors, and new sources of revenue.
- Develop staff recruitment and retention strategies to meet the needs of a growing team while ensuring organizational sustainability and overall staff satisfaction.
- Effectively allocate time for developing, coaching, and mentoring senior leaders and employees in key roles.
- Demonstrate an advanced understanding of best practices for delivering affordable, high-quality programs and services focused on diverse communities and across three islands.
- Lead the strategy and implementation of a broad range of community impact initiatives.
- Collaborate with other community leaders to advocate for social and economic justice policies and resources.
- Optimize organizational systems and processes to promote organizational effectiveness.

Required Qualifications

- Highest consideration for Hawai'i resident or former resident who wants to return to serve Maui and live on-island full-time. Maui County roots a plus.
- Bachelor's Degree or higher.
- Nonprofit experience at the most senior level, with preference given to those with three plus years leading nonprofit organizations and/or programs. Other relevant work experience in the private or public sector may be considered if the candidate also has had significant engagement with the nonprofit sector.
- Experience creating and managing an annual operating budget of \$4M or larger. Experience with annual nonprofit audits and directly managing a nonprofit organization's finances is preferred.
- Experience managing a staff team of five or more, with a high retention rate and a positive work environment.

- Experience with fundraising (including large individual/foundation gifts), grants and government financial requests, and capital campaigns.
- 2-5+ years working in a public facing leadership role with public speaking appearances and media interactions that positively impacted your organization.
- Established Hawai'i networks (with a focus on Maui) and demonstrated success in cultivating and maintaining long term relationships with relevant partners, funders, government, private sector, and communities.
- Knowledgeable about Hawai'i's diverse political, cultural landscape and history, as well as current stressors and opportunities facing Maui.
- Familiar with Hawaiian cultural values and worldviews and associated traditional and customary Native Hawaiian practices.
- Able to navigate a wide variety of business and social settings, including cultural gatherings/protocol, formal presentations to the business sector, and meetings with elected officials and government leaders. The President/CEO enjoys sharing MUW's work with existing partners/supporters, and individuals and organizations not yet familiar with its work.
- Clear and impactful verbal and written communicator able to inform and inspire people to move MUW's mission work forward.
- Passionate and enthusiastic about Maui United Way's work and impact.
- Familiarity and/or fluency in 'ōlelo Hawai'i (at least commonly used Hawaiian words).

Compensation

As a full-time exempt employee, you will be eligible for MUW's comprehensive benefits program, which includes medical, dental, and vision insurance, PTO, 14 holidays, and a retirement plan that currently provides a 2% match after 1 year of employment. We anticipate the hiring range for this position will be \$125,000-\$160,000 commensurate with experience, track record, and vision.

DEI Commitment: MUW serves diverse communities throughout Maui County, with a significant number of projects that directly serve the Native Hawaiian community and also benefit the broader public. MUW is committed to MUW's staff reflecting the communities that we serve. A deep understanding of Hawai'i's culture and values is required, and we encourage individuals with diverse backgrounds and experiences to apply.

Leadership can take many different forms, especially considering each culture's varying understandings of what it means to be a good leader. With this in mind, if you believe that you are the right leader to lead Maui United Way in achieving its mission, but do not meet all of the above criteria, we encourage you to apply.

Application Instructions

By June 1, 2024, submit a cover letter and resume/CV to careers@mauiunitedway.org with email subject "CEO Position Application." The cover letter should address your experience and expertise that would position you to further Maui United Way's work and share your vision for Maui United Way over the next 10 years.

Your signature on the cover letter shall also attest that you did not use Artificial Intelligence apps or programs (AI) to write your cover letter. The resume/CV should include at least three professional references with contact information.