



United Way of Kenosha County Chief Executive Officer (CEO) Job Description

Location: Kenosha, WI

Job Type: Full-Time, Exempt

Reports to: President, Board of Directors

Salary: \$70,000-80,000, plus medical, dental, vision insurance, short-term and long-term disability benefits, and 403(b)

About

The United Way of Kenosha County is committed to connecting diverse voices and maximizing resources to collectively strengthen and uplift Kenosha County. Focused on advancing health, education, and financial stability, United Way brings together donors, volunteers, nonprofits, and businesses to address community needs.

Position Overview

The Chief Executive Officer (CEO) serves as the strategic leader, chief fundraiser, and primary representative of the United Way of Kenosha County. Reporting to the Board of Directors, the CEO is responsible for advancing the organization's mission through measurable community impact, revenue growth, and cross-sector partnerships with business, government, nonprofit, and donor sectors.

The CEO will lead an organization that builds community trust and delivers results aligned with United Way's focus areas. This role requires a visible, relationship-driven leader who is responsible for the oversight, support and growth of staff and programs.

Key Focus Areas

- Strengthen and grow the annual campaign and total revenue
- Expand partnerships and collaborations
- Oversee operations and management
- Program development
- Increase visibility and engagement across Kenosha County
- Enhance community impact

Essential Responsibilities

- Provide overall leadership and direction to execute the programs, goals, objectives, policies and decisions established with the Board of Directors and its Committees.
- Plan, develop, implement and evaluate programs and initiatives.
- Build and maintain strong partnerships with nonprofit organizations, businesses, government agencies, and community leaders.

- Lead and execute a comprehensive, year-round resource development strategy, including the annual campaign, corporate partnerships, major gifts, and grant funding, ensuring accountability and accurate reporting.
- Develop and implement year-round evaluation and assessment of programs to ensure the priority needs of the community are being addressed and that the programs are having an impact.
- Use data and measurable outcomes to guide funding decisions and demonstrate community impact.
- Serve as the primary spokesperson to strengthen brand awareness and community engagement using strategic communications.
- Oversee budgeting, forecasting, compliance, and overall financial stewardship.
- Oversee day-to-day operations to ensure efficiency, effectiveness, and compliance with all regulatory and United Way standards.
- Build, lead and retain a high-performing team aligned with the organization's mission.
- Implement and uphold United Way of Kenosha County's Human Resource policies.
- Collaborate with other United Way organizations at the state and national levels.

Competencies

- High ethical standards and integrity
- Strategic and visionary leadership
- Excellent communication and public speaking ability
- Commitment to quality programs
- Results-oriented with demonstrated ability to achieve measurable goals

Skills

- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures
- Interpersonal skills, including listening, group dynamics management and conflict resolution
- CRM and donor systems familiarity
- Group presentation skills
- Past success working with a Board of Directors, with the ability to cultivate existing board member relationships

Experience and Knowledge

- Successful leadership in a community impact organization
- Successful leadership of revenue raising efforts
- Successful management and involvement of volunteers
- Successful program planning, development, implementation and evaluation
- Successful budgetary/financial management

Qualifications

Required:

- Bachelor's Degree
- 3-5+ years of senior leadership in nonprofit, corporate, or public sector environments

Preferred:

- Master's Degree
- 5-7+ years of senior leadership in nonprofit, corporate, or public sector environments
- Prior CEO/Executive Director experience
- Familiarity with the United Way

Other Requirements

- Valid driver's license
- State-compliant vehicle insurance
- Ability to be individually bonded
- Ability to travel locally and regionally
- Flexibility for evening and weekend community engagement