WHEN I GROW UP STARTS TODAY

United Way of Greater Stark County (UWGSC) is mobilizing the community to break the cycle of poverty! We are a fast-paced, friendly, and adaptable workplace. Our staff are team-players with "can-do" attitudes. We value openness to change, humble-confidence and have a deep respect for human potential.

Do you have a passion for impactful grantmaking, organized systems, and data management? We're seeking a detail-oriented and mission-driven Community Impact Process & Data Manager to play a pivotal role in strengthening how resources are invested and measured across our funded partners. In this role, you'll blend data management, process leadership, and relationship-building to support informed decision-making, ensure compliance, and amplify the impact of programs that make a real difference in people's lives.

ESSENTIAL FUNCTIONS

Acts as lead staff for Community Impact (CI) allocations processes, data management, and related communications including agency eligibility, funding applications, proposal scoring, program reporting, site visit, and compliance.

- Manages and adapts all CI processes in e-Cimpact software in a timely manner complete with forms, instructions, and communications.
- Works with VP, Community Impact and CI volunteers to develop and embed measurements that reflect both investment priorities and strategies, and related community-level data.
- Prepares detailed reporting for application scoring, agency reviews, site visits, and emergency capital repairs.
- Prepares and communicates individual and aggregate semi-annual funded partner reports to CI leadership, volunteers, marketing and resource development departments, as appropriate.

- Serves as staff liaison for CI volunteer committees in coordination with VP, Community Impact. Provides training and technical assistance to staff, CI volunteers or applicants/funded partners in the use of CI software.
- Engages with funded partners and applicants on a program level.
- Coordinates Combined Charitable Campaign application on behalf of Funded Partners.

EDUCATION AND EXPERIENCE

- Bachelor's degree in a related field preferred; equivalent combinations of education and work experience will be considered.
- 1–3 years of experience in nonprofit management, public administration, grants, or data management preferred.

SALARY
- $45,000 -$52,000/Year

Resumes should be submitted to hr@uwstark.org by January 23, 2026.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

UNITED WAY
Stark•Carroll