



## **UW of Missoula County Job Posting**

### **Location: Missoula, MT**

Lead boldly. Change lives. The United Way of Missoula County seeks an innovative Chief Executive Officer to ignite philanthropy, expand community partnerships, and drive bold solutions that transform Missoula and the surrounding counties.

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### **About Our United Way**

For nearly a century, United Way of Missoula County (UWMC) has been a catalyst for meaningful, lasting change across western Montana. Since 1931, UWMC has brought people, resources, and ideas together to tackle the community's most pressing challenges—serving not just as a funder, but as a convener, strategist, and driver of collective impact.

### **Our Guiding Purpose**

At the heart of our work is a commitment to building a stronger, more resilient community where every individual has the opportunity to thrive. Through partnerships and innovative initiatives, UWMC leads efforts that:

- Reduce suicide and strengthen mental health supports
- Prepare children for lifelong learning and success
- Advance health equity across all populations
- Prevent and end homelessness
- Improve outcomes for children ages 0–5
- Foster resilience across the entire community

We believe lasting change happens when communities unite around shared goals—and we are proud to be at the center of that work in Missoula County.

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### **Where We Are Located**

Missoula (City population 2024: 78,000; County 2024: 124,555) is a vibrant university town with big-city amenities and a small-town feel. It is located at the confluence of three rivers, and surrounded on all sides by wilderness areas. More information can be found here: <https://destinationmissoula.org/about-missoula>

## **Live and Work in Missoula, Montana**

Missoula combines professional opportunity with an exceptional quality of life. Home to the University of Montana, the city offers the energy of a vibrant college town, a thriving arts and business community, and unparalleled access to outdoor recreation.

Surrounded by mountains and rivers, residents enjoy hiking, skiing, fishing, biking, and rafting just minutes from home. With a welcoming community, dynamic nonprofit sector, strong civic engagement, and short commute times, Missoula is an ideal place to build a career, make an impact, and enjoy the best of Montana living.

## **Scope of the role**

The CEO is:

- the leader of the organization, establishing a vision for Community Impact that is achieved through the efforts of a diverse team of high-performing leaders, staff, and volunteers.
- the Chief Mobilizer; they leverage the power of relationships and networks, and work across private, public, and corporate sectors to improve conditions in the community.
- a seasoned leader with executive presence who possesses a high level of broad business and management skills and is effective at generating resources and financial support for the organization.
- dedicated to shared and measurable goals for the common good – creating, resourcing, scaling, and leveraging strategies for broad investment and impact.
- the principal brand steward and representative, and understands their role in growing and protecting the reputation of United Way.
- responsible for building trust in United Way and its relevance in the community.
- a relationship-builder and skillful, sincere networker, who strives to leverage United Way's breadth of community presence, relationships, and strategy.

## **Essential Duties and Impact Areas**

The major responsibilities of this position include, but are not limited to:

### **Community Impact:**

The CEO is responsible for the overall impact of United Way of Missoula County on the community, with particular emphasis on increasing its capacity to drive an impact agenda. The CEO works closely with the Board of Directors to craft and adapt the strategy to achieve this increased impact, including raising the funds to support it. The ideal candidate has strong, trusting relationships with – or a demonstrated ability to establish and build those relationships with – top leaders in the community, including those representing the highest levels of business, government, and the nonprofit sector. The CEO is seen as a peer of those top leaders.

**Resource Development:**

The CEO drives key results in fundraising, identifying, cultivating, and soliciting current and prospective donors, and key leaders of prospective new philanthropic partners; leveraging personal and professional contacts and relationships into fundraising opportunities; and promoting a culture of fundraising throughout the organization.

**Strategic Management:**

The CEO serves as the principal resource to the Board of Directors and its committees and gives strong direction in policy formulation and interpretation. They partner with the Board and management team to craft organizational goals and develop strategies to ensure that they are achieved. They ensure coordination and alignment of all United Way activities to provide strategic direction in the areas of community impact, resource development, and staff alignment.

**Organization Management:**

The CEO is accountable for building and leading high-performing teams, and ensuring all teams are aligned and collaborating to achieve organizational results. They maintain accountability for the operational and fiscal integrity of the organization within policies set by the Board of Directors. The CEO assesses organizational capacity to implement strategies and identify gaps in systems and staffing; directly supervises senior leadership positions, and establishes individual goals; works with the Chief Administrative Officer to manage organizational spending, monitor budget compliance, and mitigate financial risks; and ensures that United Way of Missoula County's goals of inclusiveness and diversity among staff and volunteers are met.

**Professional Experience**

- Candidates should have a bachelor's degree or equivalent relevant experience, required.
- Substantial experience working in a leadership position in the nonprofit sector, preferably in the leadership and management of organizations of comparable size and mission.
- Demonstrated ability to interact effectively with volunteers and diverse boards.
- Expertise in issues relevant to the organization.
- Ability to command the confidence and respect of all stakeholders, including staff and board.
- A demonstrated track record of promoting diversity and an ability to build collaboration with the community at large.
- Experience in or across multiple sectors, including nonprofit, public, and corporate environments.
- Experience in developing partnerships, building teams, and managing conflict.
- Experience in building revenue and increasing philanthropic support.

- Must demonstrate a high level of intelligence and intellectual curiosity and a desire to explore new ideas and innovative approaches to solving problems.
- Candidate should have unquestioned integrity; a long-term perspective; a strong sense of accountability; a practical ability to get things done; wisdom and good judgment; a fair and thoughtful approach to management, combined with the flexibility and courage to shift direction and experiment with new initiatives; excellent oral and written communication skills; a high energy level and a sense of humor.

### **Core Competencies required for this position**

**Mission-Focused:** Catalyze others' commitment to the mission to create real social change that leads to better lives and healthier communities. This drives their performance and professional motivations.

**Relationship-Oriented:** Understands that people come before process and is astute in cultivating and managing relationships toward a common goal.

**Collaborator:** Understands the roles and contributions of all sectors of the community and can mobilize resources (financial and human) through meaningful engagement.

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### **Work Environment**

This is an on-site position based at 412 W. Alder Street, Missoula, Montana 59802, with regular office hours of 9:00 a.m. to 5:00 p.m., Monday through Friday. While the role follows a standard weekday schedule, some evening, weekend, and other "off-hours" work is routinely expected.

### **Compensation & Benefits**

United Way of Missoula County offers a competitive annual salary starting at \$105,000, and final compensation will be determined by factors such as the candidate's knowledge, skills, experience, internal equity, and market conditions. The organization provides a comprehensive benefits package that includes employer-paid health, dental, and vision insurance premiums; employer-funded health savings account (HSA) contributions; generous paid leave, including cultural leave and paid time off for volunteering; and eligibility for an employer-funded SIMPLE retirement plan after one year of service. This role also offers the opportunity for a performance-based bonus, contingent on both organizational and individual performance, at the discretion of the Board. Relocation assistance may be negotiated, if necessary.

## **Application Process**

Interested candidates must submit a complete application package via our online portal at <https://careers.unitedway.org/job/chief-executive-officer-united-way-missoula-county-54103>. Required materials include a cover letter indicating salary preference and a current resume.

We will contact only those candidates selected for further consideration. Thank you for your interest in our organization. Please continue to check our job board for additional opportunities. This position will remain open until filled.

## **Projected Timeline for Recruitment (Flexible and Subject to Change)**

**Application period:** June-July

**Prescreening Interviews:** July-August

**Panel Interviews:** September-October

**Start Date:** November-December 2026

United Way of Missoula County is an equal opportunity employer. We evaluate qualified applicants without regard to race, color, religion, creed, disability, veteran status, marital status, age, sex (including pregnancy), sexual orientation, gender identity, gender expression, national origin or ancestry, genetic information, and other legally protected characteristics, in accordance with applicable laws. We value diversity and are committed to creating an inclusive environment for all employees and community members.