

TITLE:	Donor Network Manager	STATUS:	Full-Time
REPORTS TO:	Chief Strategy Officer	FLSA CLASSIFICATION:	Exempt
SUPERVISES:	N/A		

Position Summary:

United Way is social change organization that brings the community together to create access and opportunity for everyone in the Quad Cities to succeed. We unite leading corporations, foundations, individuals, nonprofits, school districts, and more to achieve measurable outcomes and create truly transformational change across the Quad Cities.

United Way Quad Cities is seeking a dynamic, relationship-driven leader to grow and guide two of our most mission-critical donor networks: Women United and Emerging Leaders. These networks are more than fundraising groups—they're platforms for community action, advocacy, and lasting impact.

As Donor Network Manager, you'll help bring together people who care deeply about building a region where every child starts school ready to learn, and where emerging leaders grow into the community leaders our region needs—using their time, talents, and investments to shape a stronger Quad Cities. In both networks, you'll ensure supporters see the real difference their involvement makes.

This is a role where strategy meets heart, and relationships lead to results. You'll collaborate with passionate donors, volunteers, nonprofits, and business leaders—including opportunities to connect Emerging Leaders with Tocqueville Society mentors—to help grow the next generation of leaders and champions for our community.

ESSENTIAL JOB FUNCTIONS

Fundraising, Movement Building & Donor Growth (50%)

- Lead the vision, strategy and execution of donor engagement for Women United and Emerging Leaders – building inclusive, energized networks that drive both revenue and results.
- Set and meet ambitious annual fundraising goals aligned with UWQC mission and community priorities.
- Cultivate relationships with a portfolio of 150+ donors and prospects, focusing on connection, stewardship, and movement-building.
- Grow giving pipeline by inspiring participation and ownership in the work – from first-time givers to leadership donors.
- Collaborate across departments to ensure these donor networks are aligned with strategic campaigns and impact initiatives, including cross-promotion with Tocqueville Society.

Strategy & Innovation (15%)

- Serve as the internal champion and external face of our donor networks and their strategies.
- Continuously evolve the model – introducing fresh, mission-driven opportunities for giving, leadership, volunteering, learning and impact.
- Identify trends and national best practices to fuel growth and engagement.

Storytelling, Communication & Donor Impact (10%)

- Ensure that donors clearly understand the tangible outcomes of their giving—connecting data with emotion and impact.
- Partner with Marketing & Communications to create compelling updates, visuals, and messaging that reflect the shared success of donor communities.
- Develop regular communications (emails, impact briefs, event scripts, etc.) that keep donors informed, inspired, and invested.
- Elevate donor stories and experiences that reflect the values and purpose of Women United and Emerging Leaders.

Volunteer Leadership, Mentorship & Committee Management (10%)

- Facilitate and grow high-performing volunteer committees for each network.
- Create clear leadership pathways that allow donors to deepen their involvement over time – from event attendees to champions of the work and major donors.
- In collaboration with CSO, build a mentorship bridge between Emerging Leaders and Tocqueville Society members, offering meaningful engagement across generations of changemakers.

Events & Donor Experiences (10%)

- Plan and execute high-impact events and exclusive experiences that bring the mission to life and inspire deeper investment.
- Partner with UWQC's marketing team to develop compelling storytelling, digital campaigns that celebrate donor voices and demonstrate community outcomes.

Data & Reporting (5%)

- Leverage CRM systems to monitor donor engagement, track progress and guide strategy.
- Report on metrics such as donor retention, fundraising progress, engagement levels, and volunteer leadership participation.

Competencies:

All United Way Quad Cities staff are expected to demonstrate the following competencies:

- Mission-Focused
- Relationship Oriented
- Collaborator
- Results-Driven
- Brand Steward

Experience/Other Requirements:

- **Education:** Bachelor's degree in related field or equivalent combination of education and experience
- **Preferred Experience:** Experience bringing people together around a shared purpose—such as leading volunteer teams, managing donor groups, or coordinating community initiatives
- **Skills:**
 - Strong relationship-building skills, with a track record of engaging individuals in meaningful ways that lead to giving, volunteering, or deeper involvement
 - Excellent communication and storytelling abilities—both written and spoken
 - Experience planning and delivering high-quality events or customized experiences
 - Comfortable using data to track engagement and show impact
 - High emotional intelligence, with the ability to work well across diverse backgrounds and perspectives
 - Proactive and organized, with the ability to manage multiple projects and lead through influence
 - Knowledge of—or curiosity about—the importance of quality early childhood care and learning, especially best practices for improving kindergarten readiness.
 - Must have a valid state driver's license, automobile insurance, and reliable transportation required.

Why United Way Quad Cities?

This is more than a job—it's a chance to build the most inspiring, inclusive, and high-impact donor movements in the region.

At United Way Quad Cities, we bring people together—businesses, nonprofits, civic leaders, and community members—to help every child learn, every adult earns a good living, and every family live well. Together, we're removing barriers and expanding opportunity so everyone in our region has the chance to thrive.

As the Donor Network Manager, you'll shape the way donors and volunteers invest in their community, amplify women's leadership to support parents and champion early learning, and ignite a new generation of changemakers through Emerging Leaders.

If you believe in the power of people, collaboration, and bold ideas—this is your opportunity to lead something truly meaningful.