JOB POSTING
President & Chief Executive Officer
November 2026

Job Title:	President & Chief Executive Officer
Reports To:	Board of Directors
Classification:	Full-Time, Exempt
Location:	Orange, Texas
Starting Salary:	$75,000 annually, with compensation commensurate with qualifications and experience.
Application Deadline:	Friday, November 20, 2026

About United Way of Orange County

For 100 years, United Way of Orange County has worked to improve lives and strengthen our community by bringing people and resources together.

As a locally governed nonprofit organization, we work with donors, businesses, volunteers, nonprofit partners, and community leaders to create meaningful, lasting change throughout Orange County, Texas.

Our work focuses on four impact areas: **Healthy Community, Youth Opportunity, Financial Security, and Community Resiliency.**

Purpose of the Position

United Way of Orange County seeks a dynamic, collaborative, and community-minded leader to serve as its President & Chief Executive Officer.

The President & CEO provides strategic leadership and overall management of the organization, working closely with the Board of Directors, staff, donors, volunteers, nonprofit partners, and community stakeholders to advance its mission.

The ideal candidate will demonstrate strong leadership, sound business judgment, financial management experience, relationship-building skills, and a passion for community service.

As the leader of a small nonprofit organization, the President & CEO must be comfortable balancing strategic vision with hands-on operational responsibilities.

Primary Job Responsibilities

Leadership and Organizational Management

- Provide strategic direction and executive leadership for all organizational operations.
- Work with the Board of Directors to establish and implement organizational goals, priorities, and strategic plans.
- Supervise, support, and evaluate staff while fostering a positive, collaborative, and accountable work environment.
- Oversee daily operations, administrative functions, organizational policies, and compliance requirements.

Board Relations and Financial Stewardship

- Serve as the primary liaison to the Board of Directors and support effective governance and committee operations.
- Prepare and present organizational updates, financial information, and other reports to the Board.
- Develop and oversee the annual operating budget and monitor the organization's financial health.
- Work with external accounting and auditing professionals to ensure responsible financial management and accountability.
- Oversee organizational risk management, compliance, contracts, and financial controls.

Fundraising and Resource Development

- Lead organizational fundraising strategies, including annual campaigns, corporate partnerships, sponsorships, grants, and special events.
- Cultivate and maintain strong relationships with donors, businesses, foundations, and community supporters.
- Identify new opportunities for revenue development and long-term financial sustainability.
- Provide leadership in grant development, donor stewardship, and fundraising initiatives.

Community Impact and Partnerships

- Provide executive oversight of community impact investments, partner agency relationships, and collaborative initiatives.
- Work with nonprofit partners, community leaders, and Board committees to identify and respond to community needs.
- Promote accountability, measurable outcomes, and effective use of community resources.
- Develop and strengthen partnerships that advance the organization's mission and impact.

Community Engagement and Public Relations

- Serve as a visible and engaged representative of United Way of Orange County throughout the community.

- Build productive relationships with businesses, governmental entities, civic organizations, nonprofit leaders, and other stakeholders.
- Represent the organization at community events, meetings, presentations, and collaborative initiatives.
- Oversee organizational communications and public relations efforts to promote awareness, engagement, and community support.

Knowledge, Qualifications, Skills, and Abilities

- Demonstrated leadership and management experience.
- Strong financial management, budgeting, and organizational planning skills.
- Experience in fundraising, donor development, and relationship management.
- Excellent written and verbal communication skills, including public speaking and presentations.
- Ability to establish and maintain effective relationships with Board members, staff, donors, volunteers, and community leaders.
- Strong organizational, analytical, decision-making, and problem-solving skills.
- Ability to effectively manage multiple priorities while maintaining attention to detail.
- Experience supervising and developing staff.
- Strong understanding of nonprofit operations, governance, and community engagement.
- Proficiency with Microsoft Office applications and the ability to learn and manage organizational software systems.
- High level of integrity, professionalism, confidentiality, and accountability.
- Ability to work independently, collaboratively, and effectively in a small-team environment.
- Genuine commitment to the mission and values of United Way of Orange County.

Education and Experience

- Bachelor's degree preferred; equivalent professional experience will be considered.
- Demonstrated leadership and management experience required.
- Previous nonprofit leadership or executive management experience preferred.
- Fundraising and financial management experience strongly preferred.
- Familiarity with Orange County and the Southeast Texas region preferred.
- Experience working with a nonprofit Board of Directors desirable.

Additional Requirements

- Valid driver's license and proof of automobile insurance.
- Successful completion of a background check.
- Availability to work occasional evenings and weekends for meetings, events, and organizational activities.

- Ability to travel as needed for organizational business.

How to Apply

Interested candidates should submit a cover letter and resume outlining their qualifications, relevant experience, and interest in serving as President & CEO of United Way of Orange County.

Applications must be received by **Friday, November 20, 2026**, and should be emailed to **board@uwoctx.org** with "Application for UWOC President & CEO" in the subject line.

No phone calls or faxes, please.

Equal Employment Opportunity

United Way of Orange County is an equal opportunity employer and is committed to providing employment opportunities without unlawful discrimination.

This job posting describes the general nature of the position and is not intended to be an exhaustive list of duties or responsibilities. United Way of Orange County is an at-will employer.