United Way of the Greater Lehigh Valley Job Posting

Director, Community School Implementation

Department: Impact
Supervisor: Khushboo Jain, Community School Network Director
Status: Salary, Exempt, Full-time
Salary Range: $65k – $70k
Location: UWGLV Office

Position Description Director Community School Implementation
The Director, Community School Implementation offers strategic leadership, supervision, and on-site technical assistance to Community School Coordinators (CSCs) and Activities Coordinators (ACs) across multiple schools in the United Way Community School Network. This role supports the implementation and alignment of the Community School model to ensure high-quality service delivery, improve student outcomes, and strengthen school-community partnerships. By fostering best practices, leveraging data-driven insights, and delivering hands-on assistance, this role ensures fidelity to the Community School model and helps maintain alignment with both local and national strategies for community school success.

Accountabilities:
1. Supervise and support team of direct report CS embedded staff.
2. Provide onsite support in the implementation of the Community School Model to ensure alignment to the Community School Model for a portfolio of community schools including schools with lead partner employed school embedded staff
3. Manage community school resources & partnership development

Work Experience and/or Education Required
3-plus years of work experience (paid or unpaid) in education, social work or community development and 3-plus years of professional work experience (paid) supervising employees. Bachelor's degree in education, social work, public administration or a related field required.

Skills Required
- Strong understanding of Community School strategies, family engagement practices, and stakeholder collaboration.
- Demonstrated expertise in data-driven decision-making, strategic planning, and program evaluation.
- Excellent communication, coaching, and relationship-building skills with diverse teams.
- Understanding of and commitment to the mission, vision, and goals of United Way.
- This position requires daily local travel to multiple schools in the Lehigh Valley. Must provide own transportation (reimbursement provided).

Reasonable accommodations may be made to enable individuals to perform the essential functions. United Way of the Greater Lehigh Valley is an equal opportunity employer.

Benefits Package
In addition to the base pay and annual merit increases this position is eligible for a full benefits package including subsidized medical, vision and dental insurance, fully paid life and ltd insurance, a 401k retirement plan with employer contributions and a generous paid leave policy.

Work Location
This position is based in our office in Allentown, PA and requires frequent travel to schools. Staff are required to be in the office or at in-person meetings/events for at least 60% of their schedule.

APPLY: ***https://my.career.place/static/jobs/director--community-school-implementation-20250922-cmovsq09trjfq0jlcqtgabdcs?source=uwglv***