



Executive Director, San Isabel Land Protection Trust

Twenty-three years ago, dedicated, passionate community members founded San Isabel Land Protection Trust to protect the beautiful Wet Mountain Valley in Custer County, Colo. Today, San Isabel has grown to become a nationally accredited nonprofit organization serving Custer, Fremont, Pueblo and Huerfano counties in southern Colorado. We work with landowners to project their land and water, and to date, have protected nearly 41,000 acres with 133 conservation easements. We have a robust and growing stewardship services program, coupled with strong community events and support.

Our vision is that our region forever remains a beautiful, wild and working landscape with a strong agricultural foundation and vibrant, healthy communities. Our mission is to protect ranch, farm and forest lands, wildlife habitat, scenic views for public enjoyment and historic resources and to facilitate parks and trails. San Isabel is a leader in land and water conservation in the Arkansas River Basin. To maintain that leadership role, San Isabel must grow in influence, impact, vitality and relevance to the communities we serve. In addition to its core work of acquiring and stewarding conservation easements, San Isabel employs diverse strategies to advocate, plan and execute programs valued by landowners and local communities for the health of the land, wildlife and people.

Profile of the Executive Director

The Executive Director provides dynamic leadership and actively guides the overall mission and strategic direction of the organization. The ideal candidate will:

- Bring a passion for private land conservation with knowledge of, or familiarity with, the complex issues involved.
- Enthusiastically direct fundraising, membership development and stewardship.
- Be comfortable wearing the many “hats” needed to lead a small, rural nonprofit.
- Have an understanding of and empathy for the challenges rural communities face, coupled with an ability to listen and inspire an inclusive and collaborative approach.

The Executive Director reports to the Board of Directors and works closely with the board president and several board committees. The position is full-time, 40 hours per week.

QUALIFICATIONS

- A passion for land conservation.
- At least three years of experience in one or more of the following areas: nonprofit administration; fundraising, including major donors and membership development; or direct land trust experience.
- Bachelor's degree (or higher).

PRIMARY RESPONSIBILITIES

Leadership & Management

- Work closely with the Board of Directors to ensure a vibrant and financially sustainable organization.
- Supervise two full-time staff and inspire them to excel in their respective areas of expertise, while providing the ongoing mentorship, guidance and tools they need to succeed.

Fundraising and Communications

Work with the Board of Directors, Development Director and Development Committee to meet all fundraising goals and:

- Work with the Development Director to plan and execute annual and long-term fundraising plans, including personally soliciting donations.
- Act as the organization's primary media spokesperson and represent San Isabel with funders, policy-makers and other nonprofit organizations to further San Isabel's mission.
- Work closely with staff and board members to increase San Isabel's visibility while building and maintaining its brand and reputation through all channels of communication.

Program Direction

- Develop and maintain important relationships with landowners who have an interest in protecting their land, as well as with landowners who already have protected their land.
- Engage with outside legal, financial and other professional advisers as needed.
- Work with the Stewardship Director to respond to easement stewardship issues.

Operations

- Ensure day-to-day operations run smoothly, while following Land Trust Alliance Standards and Practices.

- Direct and supervise staff and maintain clear lines of communication in all activities. Provide regular feedback on job performance and an annual job appraisal for all employees.
- Meet regularly with the board president to prepare agendas and supporting materials for board meetings, as well as attend all board meetings.

Financial Management

Work with Treasurer, Finance Committee and part-time accountant to:

- Be the principal accounting officer of the corporation, and unless there is a controller, maintain the methods and systems of accounting to be followed; keep complete books and records of account; oversee the preparation and filing of all local, state and federal tax returns and related documents; maintain an adequate system of internal audit; and prepare and furnish to the president and the board statements of account showing the financial position of the organization and the results of its operations.
- Serve as active member of the Finance Committee and provide key input for budget development and long-term investments.

SALARY AND BENEFITS

- Salary commensurate with experience and salary history.
- Retirement benefits: Simple IRA with 3 percent organizational match.
- Health insurance stipend.
- Paid vacation and sick leave.
- Four-wheel drive vehicle provided for all fieldwork.

TO APPLY

Please email your resumé and a cover letter addressing how you meet the qualifications required for this position, as well as your salary requirements, to our transition team at **Vickerml@botanicgardens.org**. All application information must be received via email – no hard copies will be accepted. No phone calls, please.