

Job Announcement For EL Rose Conservancy of Susquehanna County

Position Available: Executive Director

The E. L. Rose Conservancy is seeking applications for its first Executive Director position. The Conservancy is a rapidly growing land trust in Northeastern Pa and owns several nature preserves in addition to conservation easements. The organization's office is in Montrose the county seat of Susquehanna County, PA.

The Executive Director will oversee the operation of the organization, and will work collaboratively with and report to the Board of Directors. The primary responsibilities are to provide dynamic leadership; guide and coordinate the direction of the organization's programs and activities; inspire staff and volunteers to meet the mission of the Conservancy; and promote the Conservancy to the community and through other environmental initiatives. Other responsibilities include interaction with the Board of Directors regarding administration, projects, and programs, and to help the Board secure a strong, viable future for the Conservancy

Major Duties:

- *Oversee and manage the organization's office, administration and operations. Responsibility will include hiring, and managing additional staff members and/or outside contractors.
- *Establish and maintain contacts with supporting grantors, foundations, individual donors and public officials who facilitate substantial funding opportunities
- *Promote the Conservancy's mission through environmental protection, public education and land, water, and wildlife conservation projects.
- *Oversee management of the Conservancy properties in accordance with the respective land management plans; oversee management of routine maintenance activities for all buildings, facilities and grounds.
- *Promote positive public relations with Conservancy members, the Susquehanna County Community at large and other non-profit environmental organizations as well as state and local government agencies.

Qualifications:

- Demonstrated experience in non-profit or public agency management, preferably in the area of conservation or land protection**
- Dynamic and personable leader and collaborator**
- Excellent written and verbal communication skills**
- Understanding of nonprofit finance and ability to work within an annual budget**
- A commitment to education and protecting the environment.**
- Strong background in the recruitment, training and utilization of volunteers**

Salary is commensurate with experience and competitive with other non-profit organizations

Send Resume and Cover letter to:

Executive Director Search Committee
E.L. Rose Conservancy
PO Box 8
Montrose, PA 18801
For more information contact bmcnaught@epix.net

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