

Position Announcement: Executive Director

The Central Savannah River Land Trust is seeking an energetic professional to serve as Executive Director of one of the Southeast's rapidly growing, nationally-accredited land trusts. The Trust's mission is to preserve the forests, fields, farms, and wetlands of the Central Savannah River Area, and to connect the local community to nature. Since its inception in 2001, the Trust has permanently protected 11,000 acres of private and public land throughout our twelve-county region in both Georgia and South Carolina. The Trust also owns two large fee-simple properties, Laverlea and Greystone, which it operates as urban nature preserves for the public's benefit.

Duties to Include:

The Executive Director is the Trust's Chief Executive Officer. The Executive Director reports to the Board of Directors and is responsible for the organization's consistent pursuit of its mission and achievement of financial and programmatic objectives. The Executive Director has primary responsibility for:

- Ensuring implementation of the Strategic Plan, helping to create and pursue a strategic, sustainable long-term vision for the Land Trust
- Ensuring compliance with Land Trust Standards & Practices and Accreditation requirements
- Overseeing the day-to-day operations of the Land Trust, including managing staff/contractors, partners, and volunteers to ensure cohesive and seamless work flow
- Land Acquisition and Stewardship, including developing and maintaining healthy relationships with the Trust's existing conservation landowners, ensuring proper stewardship of the Trust's existing conservation easements and fee-owned properties, and negotiating the acquisition and conservation of additional properties in pursuit of the Trust's mission
- Fundraising and Membership Development, including developing and maintaining relationships with the Trust's donor base, cultivating new donor relationships, providing coordination and fundraising assistance for the Trust's annual fundraiser, applying for grants, and expanding the Land Trust's base of support to grow the capacity of the organization
- Event Coordination, including planning a suite of educational and recreational events, to be hosted on the Trust's fee-owned nature preserves throughout the year, which engage the public and connect the community to nature in meaningful ways. Events may be administrated by staff, partner organizations, board members/volunteers, or a combination of the three.
- Public Relations and Outreach Efforts, including producing content for social media, brochures, newsletters, and press releases; engaging the media and the public in various forums; speaking publically to promote the Land Trust; and otherwise ensuring the Trust's continued relevancy and positive perception within the community
- Coordinating monthly board meetings and other administrative duties as necessary or as assigned by the Board

Time Commitment: This is a full time (40+ hr/wk) position with occasional evening and weekend work.

Location: Augusta GA + remote.

The Trust's office is located in Augusta, Georgia. The Executive Director will be expected to work in the office at least 2 days a week. The remaining time may be divided between remote work, field work, and additional office time if preferred.

Required Qualifications:

Passion for land conservation and the mission of the Land Trust

Experience: Bachelor's degree or greater required – master's or other graduate degree in relevant field preferred. 5+ years' experience in a relevant field required, including experience with the following: working with non-profits, developing and working within a budget, managing teams for sustainable productivity, real estate acquisition and stewardship (conservation easement drafting and documentation is greatly preferred), fundraising, event coordination, public relations, and public speaking. Experience working with land trusts, conservation groups, and general environmental field work is preferred.

Technical Skills: Excellent written and oral communication skills; Must be comfortable with fundraising – previous experience preferred; Excellent time management and organizational skills; General knowledge of conservation and real estate – familiarity with forestry, ecology, or similar knowledge preferred; Proficiency in standard computer software – experience with social media and web-based applications including WordPress and E-newsletter services preferred.

Interpersonal Skills: Entrepreneurial spirit with excellent time management skills; Independent worker, self-driven, able to take direction from the Board and run with it; Must have the people skills and diplomacy to be an effective negotiator and fundraiser, and the communication skills to write grants, letters and other member and donor-communication materials, and to engage positively and effectively with the public; Must have the ability to meet deadlines, work within budget constraints, and exercise sound judgment in the face of competing priorities.

Other: Personal vehicle, driver's license & insurance. Must be able to hike, walk on uneven ground, and lift up to 25 pounds on occasion. Experience with off-road driving is a plus.

Salary/Benefits

The Trust offers job flexibility including the option for partial remote work; a competitive salary package; and benefits including SIMPLE IRA with 3% match, 12 paid holidays plus 80 hours of sick leave and 80 hours of PTO (increasing to 120 hours PTO after 3 years, and 160 hours after 5 years); a budget for job-related training; and a stipend for health insurance and cell phone.

This is an at-at-will employment opportunity.

Application

Send a letter of interest, resumé, and references to Central Savannah River Land Trust, PO Box 148 Augusta, GA 30903, or to info@csrlt.org. To learn more about the Land Trust, please visit www.csrlt.org.