



NOW HIRING!

Executive Director

Peaks to People Water Fund is pleased to announce an exciting opportunity to lead our non-profit in Northern Colorado.

Founded by The Nature Conservancy and the Center for Collaborative Conservation, our unique watershed fund matches donors concerned about Colorado's water quality with land stewards interested in implementing best practices to ensure forest health to protect our water. The new Executive Director will hit the ground running in an established non-profit poised to scale up our work on the ground. The Executive Director will lead our most impactful program to date – the Big Thompson Initiative. This ambitious initiative seeks to secure the water in the Big Thompson watershed by treating 28,000 high priority acres of forests to reduce the risk of wildfire over the next ten years.

The Executive Director is responsible for overseeing the administration, programs and strategic planning of the organization. Other key duties include fundraising, marketing, and community outreach. The position reports directly to the Board of Directors. This is a full-time work at home position (based in Northern Colorado) with the flexibility to be part time for the right candidate. Salary range is \$80,000 - \$120,000 depending upon experience and schedule. This position does not include health/life insurance or a retirement package, but benefits include generous holiday, vacation and sick leave and a flexible schedule. Limited local travel.

Job Responsibilities

1. Planning and operation of annual budget.
2. Establishing employment and administrative policies and procedures for all functions and for the day-to-day operation of the nonprofit.
3. Serving Peaks to People Water Fund's primary spokesperson to the organization's constituents, the media and the general public.
4. Establish and maintain relationships with various organizations throughout the region and utilize those relationships to strategically enhance Peaks to People Water Fund's Mission.
5. Report to and work closely with the Board of Directors to seek their involvement in policy decisions, fundraising and to increase the overall visibility of the Peaks to People Water Fund
6. Work with partners to identify, fund and monitor projects.
7. Work with contractors to maintain the Watershed Investment Tool and the Watershed Health Outcomes Tracker.
8. Supervise, collaborate with organization staff.
9. Strategic planning and implementation.
10. Oversee organization Board and committee meetings.
11. Oversee marketing and other communications efforts.
12. Review and approve contracts for services.
13. Other duties as assigned by the Board of Directors.



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Required Qualifications

- A bachelor's degree in a related field
- 2 or more years experience in a leadership role
- Expertise in natural resource management
- Solid, hands-on, budget management skills, including budget preparation, analysis, decision-making and reporting
- Strong organizational abilities including planning, delegating, program development and task facilitation
- Ability to convey a vision of Peaks to People Water Fund's strategic future to staff, board, volunteers and donors
- Strong written and oral communication skills
- Knowledge of fundraising strategies and donor relations unique to nonprofit sector
- Skills to collaborate with and motivate board members and other volunteers
- Ability to interface and engage diverse volunteer and donor groups
- Demonstrated ability to oversee and collaborate with staff

Preferred Qualifications

- Master's degree
- Five or more years senior management experience, preferably in a non-profit
- Expertise in forestry
- Supervisory experience

Application Process

To apply, please forward a resume and a compelling cover letter addressing our job requirements and why you'd be a great leader of our organization to info@peakstopeople.org

Applications accepted March 11, 2022 through April 22, 2022. We expect to conduct interviews in May and anticipate the successful candidate will be in place in July or August.

Peaks to People is an equal opportunity employer. We are committed to inclusive and equitable hiring practices, recognizing historic inequities in the natural resources professions.