

EXECUTIVE DIRECTOR OF AUSBON SARGENT LAND PRESERVATION TRUST

The Ausbon Sargent Land Preservation Trust is conducting a search for an Executive Director to begin working in April 2023. ASLPT was founded in 1987 and its mission is to preserve and protect the rural character of the Mt. Kearsarge/Ragged/Lake Sunapee region for public benefit through Land Conservation, Stewardship, Community Engagement, and Organizational Integrity. We currently protect 13,226 acres, comprised of 163 properties, over 8.70 miles of shore frontage, including over 4,700 feet of frontage on Lake Sunapee, in a 12-town area.

The Executive Director of ASLPT is responsible for the successful management, administration, funding, and coordination of all the programs and activities of the Trust. The ED reports directly to the Board of Trustees and collaborates closely with the Chairperson of the Board. With the Board, he/she defines and articulates ASLPT's mission and leads the staff and volunteers in conducting all programs to achieve the Trust's goals.

PRINCIPAL RESPONSIBILITIES

1) Build and lead a strong organization

- a. Establish high standards of quality for all ASLPT programs and operations
- b. Hire, supervise and retain a competent and effective staff
- c. Create a healthy workplace culture
- d. Maintain and grow interest, commitment, and participation of volunteers
- e. Promote public awareness of the Trust and its mission, land projects, and stewardship of protected properties

2) Work effectively with the Board and Finance, Investment, and Development

Committees on fundraising and financial development strategies

- a. Provide a leadership role in land project fundraising and call on major donors, when appropriate
- b. Promote ASLPT's planned giving and major donor efforts by cultivating and strengthening relationships with individual donors
- c. Work with Finance Committee to assess current and future financial needs
- d. Execute changes that Investment Committee advises for portfolio
- e. Work with Development Committee to create an Income Development Plan
- f. Develop and monitor annual budget process, annual audit, and accreditation process

3) Support the organizational mission and lead strategic planning efforts

- a. Work with the Board to develop a strategic plan and develop policies that accomplish a shared vision for the future of ASLPT.
- b. Communicate effectively with the Board and provide Board members with the information necessary to make informed decisions
- c. Cultivate a strong working relationship with Board members
- d. Participate in recruitment and orientation of Trustees
- e. Assure that the Board, staff, and committees recognize and fulfill legal responsibilities as a land trust
- f. Articulate ASLPT's criteria for quality in land conservation projects

4) Provide a strong public presence for ASLPT

1. Communicate the ASLPT vision and speak knowledgeably about land conservation issues and stewardship of protected properties
2. Cultivate and manage partnerships with complementary organizations
3. Communicate with local leaders about conservation priorities in our service area
4. Represent ASLPT in appropriate local, regional, and national forums
5. Help ASLPT to maintain a reputation of integrity and expertise in our 12-town region and beyond
6. Maintain effective working relationships with landowners

QUALIFICATIONS

- a. Bachelor's degree in relevant field(s) such as environmental studies/education, natural sciences, nonprofit/business administration
- b. Ideally 8 - 10 years of professional experience, including five or more years of relevant management experience
- c. Experience with nonprofit governing boards, volunteer management and/or membership organizations
- d. Demonstrated success/proven record in fundraising
- e. Transparent and high integrity leadership with a strong and energetic work ethic
- f. Financial management skills including budget preparation, analysis, decision making and reporting
- g. Solid organizational abilities, including planning, delegating, task facilitation
- h. Strong written, oral, and public speaking communication skills
- i. Excellent member relationship skills and understanding of the funding community
- j. Willingness to manage new challenges and tasks
- k. Ability to oversee, mentor, and work collaboratively with staff in a respectful team environment
- l. Technology skills adequate to the position
- m. Availability and willingness to keep a flexible schedule, including some evenings and weekends

This full-time job offers a competitive salary and benefits package relative to similar nonprofit organizations, including health insurance and retirement contribution. Applicants should send a cover letter and resume to apply@ausbonsargent.org by November 17, 2022. More information about ASLPT can be found at ausbonsargent.org.