



Senior Director of Conservation
Job Posting
February 2022

Position Type: Full time, exempt

Location: Bozeman, MT preferred, remote negotiable

Compensation: \$90,000 to \$110,000

Benefits: Major Medical Insurance, up to 5% match on a 401k, PTO, flexible scheduling

Application Deadline: March 20, 2022

Start Date: May 1, 2022

About the Center for Large Landscape Conservation (the Center)

The Center is a nonprofit organization located in Bozeman, MT working to bring science, policy, and proven solutions to communities to protect and restore the integrity of the planet through large-scale conservation measures. We help identify threats and prioritize solutions, connect natural areas, provide critical habitat and safe migration for wide-ranging species, protect ecological processes and systems, and support collaborations that deepen community resilience. We have four program areas: 1) International Connectivity, 2) Community Resilience, 3) Corridors and Crossings and 4) Connectivity Science. The Conservation Director's primary role is to ensure these four program areas are well integrated, coordinated and meeting the Center's goals and missions.

Position Overview

The Senior Director of Conservation (Senior Director) works alongside the Vice President of Conservation Partnerships and Advancement to manage all program-related day-to-day internal matters and program planning and implementation. The Senior Director serves as part of the Center's Executive Team, which consists of the organization's most senior staff. The Senior Director is supervised by the Center's President. The Senior Director embodies a collaborative, entrepreneurial and innovative mindset and is responsible for building and managing a high-performing team of Program Managers, researchers, ecologists, policy specialists and support staff to carry out the Center's goals related to social and ecological connectivity. The Senior Director works with and cultivates these staff to craft strategy; develop and implement projects; deliver agreed upon outcomes; and perform timely and accurate program reporting. The Senior Director also ensures effective coordination between program staff and other departments not under the Senior Director's management, including Development, Communications, and Operations, on matters such as program planning, budgeting and grants administration.

Essential Duties and Responsibilities

Program Strategy and Leadership

- Lead and inspire program staff to deliver innovative and strategic programs and initiatives that support the Center's strategic vision and guiding philosophy.
- Develop and implement program strategies at the local, regional, national and international level to support the Center's goals in advancing and promoting ecological connectivity.
- Support fundraising efforts for the Center, including working with development staff to craft grant proposals, fundraising plans and project budgets.
- Establish annual program goals and objectives, track results against these goals and implement accountability protocols.

- Contribute to and enhance a healthy, strong, inclusive and diverse organizational culture that encourages and celebrates differences and is consistent with the Center's guiding principles of innovation, inclusion, co-creation and respect.
- Ensure programs are aligned and coordinated to facilitate effective program planning and implementation.
- Develop and implement a program evaluation framework to assess the strengths of each program, desired outcomes and identify areas for improvement. Work with project and program managers to ensure timely and exemplary quality of grant deliverables.
- Be conversant on the Center's programs, achievements, strategies and goals across all program areas to be able to serve effectively as an ambassador for the Center.

Staff Management

- Oversee program managers' performance and carry out supervisory responsibilities, including assigning and directing work, evaluations, and delivering timely and constructive feedback and mentoring.
- Ensure clarity around and compliance with decision-making processes within programs, projects, and resource allocation.
- Mentor and help program staff assess programmatic feasibility, identify opportunities, make connections, and effectively manage projects.
- Work closely with program managers to build their skills and confidence so that they can supervise, evaluate, mentor, encourage and motivate their staff.
- Deploy resources (both financial and staff) efficiently and effectively toward organizational goals and work with program managers to develop and implement staffing plans that align staff expertise and capabilities with program responsibilities.
- Identify skill gaps in staff and work with the Operations Team to develop necessary training modules to bring rigor, consistency and excellence to tasks that include: (1) program planning, budgeting, and evaluation; (2) public speaking, meeting facilitation, and network coordination; and (3) project conceptualization, design, management and evaluation.
- Work with Executive Team to identify and shape new positions when appropriate and participate in hiring decisions for new program staff.

Budget Management

- Work closely with the Operations Team to support the budget development process for programs and monitor programmatic operations to ensure sound fiscal and system management.
- Work closely with the Operations Team to establish and implement grant administration protocols and procedures.

Professional Experience & Qualifications

- A minimum of 8-12 years of demonstrated accomplishments in a management role, with a proven track record in managing effective teams and establishing new programs.
- Demonstrated skills as a leader and self-starter with a strong background in conservation, and an understanding of the challenges and opportunities that the conservation field faces at this time, including the link between biodiversity and climate agendas.
- Readiness to shape the future of a growing and dynamic organization

- An understanding of and experience with international conservation challenges and solutions.
- Demonstrated ability to mentor, coach and develop a cohesive and productive team with diverse levels of expertise; deliver on set goals; utilize creative thinking to engage staff; and maintain clarity of staff roles and responsibilities.
- Experience managing staff that are widely dispersed geographically (including around the globe). Ability to maintain cohesion among staff working remotely and in the office.
- Familiarity and experience with landscape conservation and connectivity conservation practices and programs strongly preferred.
- Experience in implementing inclusion and engagement strategies both within organizations and with external constituencies.
- Demonstrated cultural competence and the character, integrity, sensitivity, and openness necessary to develop a rapport with, and consider the needs of, people of varying experiences, backgrounds and philosophies.
- A strategic mindset and ability to connect programs to organizational goals and outcomes.
- Exceptional program, budget and grant management skills.
- Proven results leveraging available resources effectively to meet program objectives.
- Experience in managing large foundation and/or federal grants.
- Commitment to maintaining the highest levels of confidentiality.
- Excellent oral, written, grammar, proofreading and communications skills.
- Experience working directly with a Board of Directors and providing regular briefings.
- Ability to travel (up to 30%) including evenings/weekends.
- Master's degree required

How to apply:

We understand the value of a wide range of backgrounds and experiences that can apply to and enrich our work. If you think you meet 75% or more of these position requirements, we encourage you to apply and let us know why you would be a great fit.

Please send the following materials **as a single PDF** to **admin@largelandscapes.org** and reference **'Senior Director of Conservation'** in the subject line:

- A brief Letter of Interest explaining how your goals, skills and background fit the responsibilities of the role
- Resume
- Contact information for two professional references

The Center for Large Landscape Conservation is committed to creating an environment where diverse perspectives are welcome. We offer a supportive, flexible, and dynamic work environment. We are proud to be an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to without regard to sex, race, color, age, national origin, religion, disability, marital status, sexual orientation, gender identity/expression, citizenship, pregnancy or maternity, veteran status, or any other status protected by applicable national, federal, state or local law.