



P.O. Box 634, Simsbury, CT 06070

Position Title: Executive Director (15-20 hours per week)

The Organization: Founded in 1976, the Simsbury Land Trust (SLT) is a federally-recognized, not-for-profit 501(c)3 organization. Governed by a volunteer board of trustees elected by the membership, the SLT currently has over 700 member families.

The Mission: To protect scenic vistas, geological features and farmland that visually define Simsbury's character and provide healthy habitats for local wildlife and plants.

Executive Director Position: Working closely with the Board of Trustees (Board), the Executive Director provides organizational leadership to grow programs, accomplish strategic priorities and goals, and passionately communicate the SLT's mission and accomplishments with internal and external stakeholders. The Executive Director is responsible for the SLT's programmatic and administrative activities ensuring that the organization's funding sources match its achievements and ambitions and developing opportunities for collaborative partnerships in pursuit of the SLT's vision.

- The Executive Director reports to the President and the Board, manages volunteer committees, donor relations and ongoing organizational operations.
- Works with the Board to develop clear and achievable strategic priorities to accomplish the SLT's mission and vision.
- Supports and grows the SLT's effective collaborations with public agencies, local governments, and other organizations.
- Identifies and cultivates new partnership opportunities.
- Develops strategies and opportunities to continue to grow the SLT's stewardship and conservation abilities.
- Develops and promotes a strong organizational identity that conveys the vision, mission and strategic priorities of the SLT through enhanced outreach and marketing.
- Grows membership through multiple programs that are continuously evaluated and adjusted.
- Identifies and pursues new opportunities for development and fundraising.

Experience and Qualifications:

- Ideal candidate is an established leader who is proficient at fundraising and managing a not-for-profit 501(c)3 organization.
- Experience working with a land trust or similar environmental organization preferred combined with a passion for the SLT's mission is essential.
- Advanced skills and experience with technology and social media.
- Ability to build trust, credibility, and relationships with a broad range of people.
- Inclination to think big and accomplish challenging and important objectives.
- Ability to communicate, inspire, influence, and engage people on various and complex topics.
- Flexibility and openness to fresh ideas and differing opinions.
- Strategic and organized approach to planning, prioritizing, and moving critical issues forward.
- Strong writing and editing skills preferred with an ability to produce and distribute publications and marketing materials.
- Knowledge of Simsbury preferred.

Position Details:

- Start date will be mutually agreeable, however, as soon as possible is preferred.
- Anticipated starting salary is \$35.00 to \$40.00 per hour, commensurate with experience.
- Work hours are very flexible with remote work possible for a majority of the workload.
- Wages are paid monthly, with all applicable withholdings, direct deposit and an optional self-funded 403(b) account.
- Attendance at standing monthly Thursday evening Board meeting and other evening committee meetings will be required.

How to Apply:

Send a letter of interest with attached resume to:

Simsbury Land Trust
P.O. Box 634
Simsbury, CT 06070

amyzeiner@aol.com