



### **POSITION GUIDE**

- POSITION:** Executive Director
- ORGANIZATION:** Rocky Mountain Conservancy
- LOCATION:** Estes Park, CO
- REPORTS TO:** President, Board of Directors

### **Mission**

*The Rocky Mountain Conservancy promotes stewardship of Rocky Mountain National Park and similar lands through education and philanthropy.*

### **More than 80 Years of Stewardship**



Since 1931, the Rocky Mountain Nature Association (now the Rocky Mountain Conservancy) has produced educational publications, offered seminars, supported research and provided resources and philanthropic support to Rocky Mountain National Park and other public lands partners. The Conservancy is one of the oldest nonprofit partners working with the National Park Service.

## The Opportunity

The RMC Executive Director will shape, guide and execute the organization's vision for the future. This is a unique opportunity to build on a history of stewardship, while increasing the organization's impact in the 21st century. The Board seeks a leader who will partner with them in thinking boldly, creatively and strategically about this organization's future and fostering engaged stewardship of Rocky Mountain National Park. The direction for the future includes these priorities:

- **Recognition:** Elevates and enhances the RMC brand and identity to sustain progress on the organization's mission.
- **Educate:** Builds upon on a strong programming tradition to continue to create and implement relevant and inspiring education programs for audiences of all ages. In collaboration with the Park, develops and delivers environmental education programming. Seeks opportunities to engage diverse constituencies and to reach and serve new audiences both in the park and remotely.
- **Cultivate:** Sets the standard for membership and fund development programs that ensures ongoing cultivation of relationships with RMC's current and future donors, stakeholders, members and partners. Assures diversity of funding sources to provide the resources necessary to support Rocky Mountain National Park and other public lands.
- **Sustain:** Continuously improves the business model that meets RMC's ambitions and anticipates the Park's evolving needs. Fosters ongoing revitalization of the retail program. Fosters financial sustainability by strategically designing and building new business models that further diversify and grow organizational income, while capitalizing on current revenue and fundraising success.



## Candidate Profile



We are seeking a proven leader who is passionate about the natural wonders and cultural history of the West. This person will be a tireless advocate for the RMC mission, and will inspire others to support the interpretation and stewardship of Rocky Mountain National Park and other public lands.

This individual is a collaborator, experienced in creating and sustaining effective partnerships. S/He will have a successful track record leading organizations and will bring an understanding of business principles that

can be applied to a nonprofit organization to produce growth, momentum and results. Key skills and attributes include:

- **Leadership** Provides leadership and support to the Board, staff, volunteers and other constituents, including those in the local Estes Park community, in achieving the organization's mission and education programs. This is a high profile, high-energy position, requiring a dynamic individual who is comfortable working with a wide variety of constituents and interests. This individual has exceptional verbal and written communication skills and strives to create transparency regarding all organization plans and practices. The Executive Director must embody the highest ethical standards, and demonstrate a commitment to the mission and values of RMC.
- **Business acumen** Establishes goals, quantified objectives and sound budgets, runs a fiscally sustainable organization, and leads a strong management team that builds and executes a strategic plan to grow the impact and results of the organization.
- **Proven fundraiser** Builds strong and sustainable relationships that translate into a consistent and sustainable record of fundraising from individuals, corporations, foundations and government. S/He provides essential leadership, direction and focus to the fundraising program, challenging the Board and staff to innovate in enhancing the fundraising results.

### **Duties and Responsibilities**

1. Oversees development and implementation of the organization's strategic plan. The strategic plan will address the future direction of the organization's activities including: education programs, publications, retail, membership, community outreach, and fundraising. Plans and prioritizes land acquisition and capital projects executed in collaboration with public and private partners. Assures coordination and alignment of all activities and programs with the RMC mission and strategic direction.
2. Responsible for the creation and implementation of RMC's annual operating plan. Establishes and monitors metrics for performance on program objectives (for example: education, publications and membership), financial results and the diversification of revenue sources. Is responsible for the annual operating results and financial performance of RMC.

3. Develops new initiatives for fundraising, in collaboration with the Board and staff. Builds durable relationships with donors, based on the organization's strategic plan and donor interests. Increases sustainable fundraising results in a range of activities including capital projects, major gifts, corporate sponsorships, foundation support and planned giving. Establishes RMC's role as a visible, vibrant, and critically important connecting link between local, regional and national constituencies or partners and our public lands. Maintains a visible community presence, and furthers a high level of RMC recognition.
4. Supports the Board's development as the strategic, governing body for RMC. Develops issues for Board review and discussion. Helps the Board maintain an effective nominating process and provides thorough orientation for new Board members. Advocates and supports the Board's self-study, evaluation and performance.
5. Builds and leverages relationships with diverse constituents including: individuals, corporations, donors, local, state, regional, and national government agencies and other nonprofit organizations.
6. Assesses organizational capacity to implement strategies; identifies gaps in systems and staffing, and develops plans for correction, contingency and succession; anticipates factors accelerating or impacting success.
7. Works to strengthen and grow the human capital of this organization through ongoing volunteer and staff development. Is able to strengthen and grow senior team members.
8. Elevates the organization's presence and image locally, regionally, and nationally. Acts as spokesperson who will serve as the public face of RMC, representing the organization in the community, to the media, policy makers, and a broad range of constituents. Excellent written and oral communication skills.
9. Maintains stewardship and accountability for the organization's overall operational, ethical, and fiduciary integrity, within the guidelines and policies set by the Board and applicable laws and/or regulations.

## **What We Do**

The Rocky Mountain Conservancy (RMC):

- Operates interpretive sales at partner locations throughout Colorado and Wyoming, including within Rocky Mountain National Park, returning net revenues to the host public land site as direct financial aid.
  - Conducts Rocky Mountain Conservancy **Field Institute programs**, including natural and cultural history, which provides hands-on learning experiences for people seeking in-depth contact with recognized experts in diverse environmental and educational fields.
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- Develops award-winning interpretive publications that offer natural and cultural history education about the Conservancy's public lands partners.
  - Supports graduate-level research in Rocky Mountain National Park that is accessible to the public through the endowed **Justine and Leslie Fidel Bailey Fellowship**.
  - Hosts the **Rocky Mountain Conservancy – Conservation Corps**, offering youth the chance to explore conservation careers through a summer of on-the-ground work and education in Rocky Mountain National Park and the Arapaho-Roosevelt National Forest.
  - Offers annual **membership** in the organization, which supports the Conservancy's overall efforts and connects people to the organization and its partners.
  - Manages the Rocky Mountain National Park Fund, which provides philanthropic support for projects in Rocky Mountain National Park. Priority areas include: Capital Construction, Historical Preservation, Land Protection, Trails and Education, including the Next Generation Fund.
  - **Partners** with other agencies, including Colorado State Parks, National Forest Service and Bureau of Land Management sites to enhance educational sales and provide funding to support their unique educational goals. To learn more about RMC, please visit their website at <https://rmconservancy.org>.

## **Qualifications**

Minimum of five (5) years of executive leadership experience in an organization in the not-for-profit, for-profit or government sectors. A bachelor's degree from a four-year college or university is required, a graduate degree is preferred. Fundraising and external relations experience are highly desirable as is prior experience working with the National Park Service and/or other public lands organizations or entities. We require pre-employment background checks.

**To Apply**

Applications and nominations are being accepted by Kittleman & Associates, LLC. To apply, please visit <http://kittlemansearch.com/Executive-Director-Rocky-Mountain-Conservancy.html>. Applications are being accepted through November 30, 2016.

For more information, please contact:

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