



Executive Director, Natural Resources Trust of Easton North Easton, MA

The Natural Resources Trust of Easton, Inc., (NRT), a member supported, 501(c)(3) non-profit land trust, seeks a seasoned leader in land conservation and environmental education to join the organization as Executive Director. The Executive Director will oversee a talented staff of educators and land conservation specialists to support the NRT's environmental education and land conservation programs within the community. The Executive Director will join an organization with a forty-two year history of protecting land and educating people of all ages on conservation and the natural environment. Qualified candidates will have 5+ years of non-profit management experience with similar mission-focused organizations.

About the NRT

Incorporated in 1967, the NRT acquires and preserves land of special character in Easton and is dedicated to instilling and nurturing an environmental ethic in the community through public education about significant natural and cultural resources. The Board of Directors provides oversight of the organization, sets policy, and approves the annual budget. The NRT staff, with the help of community volunteers, delivers environmental educational programming to area schools, hosts special events, maintains NRT properties and operates the 154 acre model farm and education center at Sheep Pasture in North Easton. In addition to Sheep Pasture, the NRT operates a nature day camp, partners with the Easton School Department on designing and delivering environmental programming for students in grades K-6, and hosts the organization's signature annual fundraising event – the fall NRT Harvest Fair, which has routinely attracted over 15,000 visitors in a single day.

The Position

Reporting to the President of the Board and its Directors, the full-time Executive Director (ED) will identify new opportunities for fostering the NRT's mission while overseeing the daily management and administration of a 400-acre land trust with an average \$470,000 operating budget, a full-time staff of four, part-time and camp staff, and a corps of community volunteers. The ED is expected to attend monthly evening board meetings and other meetings as necessary, with occasional weekend hours related to special functions and events such as the fall Harvest Fair.

Responsibilities

The successful candidate will be an engaging leader and motivator who will grow the organization in line with its mission. The position requires excellent interpersonal skills, flexibility in thinking, a willingness to create imaginative new programs, and an ability to forge new partnerships. Core responsibilities will include:

- Serve as NRT advocate and ambassador within the community;
- Cultivate support for NRT's mission through outreach activities and fundraising;

- Build strong working relationships with volunteers, community leaders, stakeholders and donors by identifying and pursuing opportunities to enhance relationships and increase NRT presence and contribution to the community and environment;
- Participate in overall strategic planning in conjunction with the Board of Directors;
- Manage the daily operations of the NRT, including the staff and budget;
- Recruit members and volunteers to enhance the NRT's conservation and educational programs; and
- Work with the Board and Committees to develop and refine goals, objectives and action plans consistent with the mission of the NRT.

Qualifications

Outstanding candidates will demonstrate:

- Appreciation for, understanding of and commitment to the mission of the Natural Resources Trust of Easton;
- Five + years of demonstrated non-profit management experience;
- Major gift fundraising experience;
- Understanding of the need to balance conservation ethics with public educational opportunities;
- Proven success in building and maintaining relationships with stakeholders, including an aptitude for engaging and motivating donors and new members;
- Ability to work collaboratively and foster teamwork with staff, board members and volunteers and delegate responsibility when appropriate;
- Excellent interpersonal skills and written and verbal communication skills;
- Strong planning and multi-tasking skills such as the ability to coordinate and manage communication projects, quarterly newsletters and the annual report;
- Working familiarity of conservation restrictions;
- Computer skills (Quickbooks and Microsoft Office suite);
- Basic knowledge of farming and animal husbandry.

The successful candidate should possess a Bachelor's degree in environmental studies, natural sciences/resources, resource management, or related field plus demonstrated experience in land stewardship, property management, staff supervision, operations budgeting and grant management.

The NRT of Easton offers a highly competitive salary commensurate with experience, plus an excellent benefits package. The NRT is an Equal Opportunity Employer that values diversity in all areas of operation and welcomes and encourages diverse applicants.

Experienced, mission driven development professionals with significant major gifts fundraising experience are encouraged to apply.

Letters of interest and resume may be sent via email in confidence to:

Edmund Hands, President
ehands@nrtofeaston.org

Information about the NRT may be found at www.nrtofeaston.org.