

The Kenosha/Racine Land Trust is pleased to post our first Ex. Director position opening.

This posting recognizes the significant growth of K/RLT and is made possible in part with a grant from the Gaylord and Dorothy Donnelley Foundation.

Please contact Chuck Haubrich with any questions, to apply or to recommend an individual.
Email - cjhaubrachs@tds.net. Phone: 262-534-5116.

3/10/08

Kenosha/Racine Land Trust
Job Description - Executive Director

K/RLT MISSION: The mission of the K/RLT is to protect open space and natural areas in Kenosha and Racine Counties for the benefit of current and future generations

JOB TITLE: Executive Director

COMPENSATION: Salary, exempt, based on qualifications: \$20,000-\$30,000, part time, growing to full time as funding permits

Applications: Applications will be accepted until a candidate is hired; send applications to:
Chuck Haubrich
33343 Academy Rd
Burlington, WI 53105
Or
cjhaubrachs@tds.net

LOCATION: K/RLT serves Kenosha and Racine Counties.

SUMMARY OF POSITION:

The Executive Director is the chief executive officer and works under the guidance of the Board of Directors President and in consultation with the Board of Directors and board committees. The Land Trust has historically built its membership and overall organizational strength by communicating its land protection achievements. As community concerns grow about global warming and renewable fuels, the relevance of our land protection mission appeals to an ever growing audience. In particular, successes in voluntary private land preservation and land acquisition for public use have resonated well and brought many new members. The Exec Director will be expected to continue rapidly growing membership and financial strength of the organization by delivering a steady stream of compelling land protection projects.

Primary responsibilities include building community support, growing membership, raising funds, finding private parties interested in preserving their land, and completing land protection transactions.

DUTIES:

- Network with the Farm Service Agency, Natural Resources Conservation Service, UW Extension, Racine and Kenosha County Planning, DNR, and municipal governments such that they refer parties interested in protecting their land to K/RLT

- Manage conservation easements, land purchases, and land donation transactions from private parties
- Manage land stewardship and monitoring of private party conservation easements and K/RLT land holdings
- With support of the Des Plaines/Newsletter Project Manager and Outreach and Membership Committee, develop and implement an outreach and membership development strategy
- Build and maintain personal relationships with grantors and major donors
- Seek financial support, grants, contracts and other assistance from individuals, foundations, corporations, and public agencies
- Supervise and motivate the Des Plaines/Newsletter project manager
- Build and utilize volunteer support to strengthen the organization
- Organize board and land protection committee meetings

QUALIFICATIONS:

- A demonstrated strong conservation ethic
- A 4-year degree, preferably in natural resources management, business administration or a related field and /or experience in resource management, business, non-profit management, fundraising, real estate, marketing or a related field.
- Effective experience with fundraising and management of a non-profit organization
- Effective writing skills, including grant applications.
- Skill in public speaking, and ability to represent K/RLT in a public forum
- Ability to interact well with a wide variety of people, including landowners, government officials, the press, scientists, donors, the general public, and a diverse Board of Directors.
- Ability to manage, motivate, and direct staff and volunteers.
- Ability to combine sound business sense and judgment with a strong commitment to the protection of the ecological, scenic and diminishing natural resources of Kenosha and Racine Counties.
- Must act in a professional manner.
- Proficiency with computer applications and office systems

WORK LOCATION

Work will be performed in a home office. Travel is required to meetings, speaking engagements, workshops, professional associations, and other events requiring land trust representation.

K/RLT is an equal opportunity employer.