GARNA Executive Director Position Posting

Are you a change agent who can set the direction for one of the Upper Arkansas Valley’s longest serving nonprofits? Are you passionate about the natural environment and stewardship? Are you the next leader to direct a trusted community partner and enact strong strategies for growth and development? If so, then we want to talk to you! The Greater Arkansas River Nature Association (GARNA) is hiring for a dynamic Executive Director to take our thriving nonprofit to its next level of success.

For more than a quarter century, GARNA has led critical environmental education, sustainability initiatives, and public lands stewardship programs in the Upper Arkansas Valley in south-central Colorado. GARNA is nature-centered, community-driven, and well respected throughout the communities it serves. As a trusted partner amongst land management agencies and government entities within the valley, GARNA’s culture has been built over its 27-year history by the members, volunteers, and land management agencies who serve these lands. GARNA has tripled its budget in the past five years, reaches tens-of-thousands of visitors and residents each year with important educational programs and messages, and manages 200 dedicated volunteers. GARNA’s new Executive Director will build on this strong base to expand and deepen GARNA’s impacts.

GARNA’s focus areas of Public Lands stewardship, Environmental Education, Sustainability and Heritage are grounded in principles of equity and inclusion for access and enjoyment of the natural environment. GARNA’s 2022 Annual Report highlights recent organizational work and achievements and is available at https://bit.ly/GARNA2022AnnualReport.

GARNA, a 501(c)(3) nonprofit environmental organization founded in 1996, inspires a conservation ethic by providing educational opportunities and experiences so that those who live, work, and play within the Upper Arkansas River Valley are motivated to take care of the natural resources and leave a legacy of responsible enjoyment of the natural environment. This spectacular region includes the upper Arkansas River watershed and some of most scenic lands in the United States, including 15 of Colorado’s highest mountain peaks, and houses some of the state’s fastest growing and most vibrant communities.

**Position Type:** Full Time, Salaried, Exempt 40 hours per week average.

**Reports to:** Board of Directors

**Compensation:** Salary range for this position is $70,000 - $85,000 per year, depending on experience. Benefits to include paid Health Insurance, paid holidays, a generous paid time off plan, laptop, professional development opportunities and flexible work arrangements (including option for partial remote work).

**Position:** Reporting to the Board of Directors and serving as the leader of a successful organization, the Executive Director is responsible for facilitating stakeholder engagement, program oversight and impact evaluation, the development and execution of GARNA’s organizational strategy, and serves as the primary liaison to the Board of Directors.
The Executive Director also takes the lead on GARNAs development strategy, including donor cultivation and fundraising activities, and financial planning, oversight, reporting, and analysis, ensuring GARNAs fiscal health.

The Executive Director will have a passion for environmental stewardship, work closely with the Board of Directors to ensure that the organizational strategy and programming focus are aligned with the mission and strategic goals, progress and challenges are communicated, and all operations follow best practices and organizational policies. An enthusiastic champion of GARNAs across the community, the Executive Director embraces teamwork and recognizes the talents of GARNAs staff while promoting justice, equity, diversity and inclusion within all aspects of the organization. The position will be required to reside in the Upper Arkansas Valley and is expected to support GARNAs efforts spanning from Canon City to Leadville. GARNAs offices are based in Salida, Colorado; some remote work is possible. Some regional travel, and evening and weekend work will be required.

Candidates who identify as BIPOC, disabled, LGBTQIA+ or other underrepresented or marginalized community in the field of conservation are encouraged to apply for this role. GARNAs embraces and believes work culture is strengthened by the unique perspectives, contributions and experiences of all our staff.

Responsibilities:
- Organizational Strategy: Implement a comprehensive long-range strategy to achieve the organization’s mission, incorporating resource development, financial management, grants management and impact strategy. Lead the Board and staff through comprehensive strategic planning, progress tracking, and outcomes monitoring.
- Development Strategy & Operations: Create and implement a resource development strategy to ensure sufficient resources for the organization to achieve its goals incorporating individual giving, major gifts, special events and bequests, sponsorships, and grants seeking.
- Financial Management: Direct, implement and monitor financial policies and procedures for the organization to ensure healthy, transparent financial management in accordance with all applicable laws and best practices, and grant performance requirements.
- Board Liaison: Serve as the primary liaison to the Board of Directors. Develop and support the board in following governance best practices and develop strategies for effective information sharing and action throughout the organization.
- Staff Management: Oversee operations and provide management of the staff team including Human Resource functions, staff development and evaluations. GARNAs currently employees a team of 6 full- and part-time staff.

Experience, Knowledge, Skills & Abilities Required:
- Proven leadership skills.
- Relationship-oriented, collaborative, and communicative.
- Team-builder who can successfully inspire, delegate, and oversee a diverse group.
- Bachelor’s degree required; master’s degree or equivalent experience preferred.
- Senior/executive level Director, Development, Fundraising or Marketing experience in the nonprofit sector.
- Strong organizational abilities including planning, delegating, program development and project management experience.
- Must excel at handling multiple projects and priorities simultaneously.
- Experience with nonprofit financial reporting, including nonprofit accounting systems and procedures, budget preparation and financial analysis.
- Strong written and oral communication skills including strong public speaking ability.
- Experience with grants management, writing and reporting.
Experience, Knowledge, Skills & Abilities Desired:
- Natural resource or environmental stewardship and/or environmental education experience.
- Previous nonprofit staff and volunteer management experience, with responsibility for multiple people and teams.
- Policy development, writing, and enforcement experience.
- Strategic planning experience.
- Spanish language fluency is a plus.

This position is more than a list of required qualifications. We understand that candidates may have lived experience and competencies not listed in the above requirements. Please consider applying if you meet many of the above requirements and are enthusiastic about gaining additional skills required to execute the position’s essential job duties and responsibilities. Professional development opportunities are one of the benefits of being part of the GARNA community.

GARNA is an equal opportunity employer that values and is enriched by diversity. We center equity in all our work and in our hiring practices.

How to Apply: Interested applicants should send a cover letter and resume to Beth Helmke, GARNA Board Chair, at ebethhelmke@gmail.com (subject: Executive Director Application). In your cover letter, please be sure to indicate where you found this position announcement. Interested applicants are encouraged to submit interest as soon as possible; review of the first round of applicants will begin on Monday, July 17.