

POSITION DESCRIPTION



Protecting nature. Preserving life.

POSITION TITLE Director, Allegheny Highlands Program
JOB TITLE Program Director II
JOB FAMILY Conservation
JOB NUMBER 250006
SALARY GRADE 8
STATUS Salaried
SUPERVISOR Virginia Deputy State Director
LOCATION Hot Springs, VA
DATE March 2017

ABOUT US

The Nature Conservancy is the leading conservation organization working to make a positive impact around the world in more than 30 countries, all 50 United States, and your backyard. Founded in 1951, the mission of The Nature Conservancy is to conserve the lands and waters on which all life depends. One of our core values is our commitment to diversity therefore we are committed to a globally diverse and culturally competent workforce. Visit www.nature.org/aboutus to learn more.

SUMMARY

The Director of the Allegheny Highlands Program is responsible for government and community relations, land protection and management, education and outreach, and science and research in a six-county region of Virginia, including stewardship of the 9,000-acre Warm Springs Mountain Preserve. S/he provides leadership and support for the program's conservation planning and establishes overall conservation priorities in the AH program area. The Director coordinates that work with major state, federal and private partners while also serving as the coordinator for the Conservancy's Central Appalachian Program's efforts to collaborate with public land managers across the region. Located in western Virginia, the Allegheny Highlands boasts some of the finest intact temperate broadleaf forests in the world, along with intricate cave and karst systems that recharge pristine rivers and harbor endemic species. The region's forests help protect the headwaters of the James and Potomac rivers, which supply drinking water to the people of Northern Virginia, D.C. and Richmond before ultimately feeding into the Chesapeake Bay. Embedded within millions of acres of national forest and other public lands, teaming with native trout streams, and traversed by miles of trails - the area is an outdoor recreation paradise.

ESSENTIAL FUNCTIONS

The Director of the Allegheny Highlands Program establishes the Conservancy as a major conservation partner within western Virginia and the Central Appalachians, defines conservation priorities in the region, manages a team that implements conservation strategies, and builds strategic, scientific, and technical capacity in the field. S/he collaborates with other TNC staff in the fields of conservation, government relations, marketing, philanthropy, and operations, along with chapter leadership, and is the principle contact with the local community, landowners, corporations, donors, government agencies, the academic community and local elected officials. The Director develops key partnerships with public and private organizations to identify and resolve complex technical issues and to widely communicate lessons learned and best practices, develops innovative scientific methods, analyses, tools, and frameworks to address system-scale needs, implements high-impact strategies, and engages community support for local and regional conservation efforts. S/he negotiates complex and innovative solutions with government agencies and landowners to conserve and protect natural communities and develops and implements conservation strategies that are good for people and nature. Current priority strategies that the Director will lead include: 1) working with the U.S. Forest Service and partners through the Central Appalachians Fire Learning Network to advance the restoration of fire-adapted forests, 2) positioning Warm Springs Mountain Preserve as a flagship preserve for outdoor recreation enthusiasts, donors and researchers while modeling responsible stewardship and demonstrating sound ecological management, 3) advancing the science and management of private working lands to improve habitat for golden-winged warblers and other species of greatest conservation need, and 4) ensuring application of the mitigation hierarchy to natural gas pipeline and future energy infrastructure projects facing the region.

RESPONSIBILITIES & SCOPE

- Supervises staff at remote locations.
 - Establishes and maintains optimal performance standards within budget.
 - Prepares long-range business plans, annual work plans and budgets.
 - Develops and presents proposals to raise public and private funds in support of program and partner activities..
 - Works closely with the fundraising team to identify, cultivate, and steward donors.
 - Oversees all aspects of project management including contractual obligations and grant administration.
 - Frequently makes independently strategic decision based on analysis, ambiguous information and judgment.
 - Negotiates complex agreements, in a political environment.
 - Facilitates workshops, trainings and shared learning experiences for collaborative planning efforts.
 - May be responsible for leading or co-leading a broader regional program or strategy.
 - Frequent travel regionally and domestically, evening and weekend hours.
 - May work in variable weather conditions, at remote locations, on difficult and hazardous terrain, and under physically demanding circumstances.
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MINIMUM QUALIFICATIONS

- BA/BS degree and 7 years' experience in conservation practice or equivalent combination of education and experience.
 - Fundraising experience or proposal development and writing, including identifying donor prospects and donor cultivation.
 - Experience managing complex or multiple projects, including managing finances and coordinating the work of other professionals and partners.
 - Supervisory experience, including hiring, motivating, leading, mentoring, setting objectives and managing performance.
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- Experience developing partnerships (conservation partners, community, government.)
- Negotiation, facilitation and conflict resolution skills.
- Must have valid driver's license and safe driving record per TNC's Auto Safety Program.

PREFERRED KNOWLEDGE, SKILLS & EXPERIENCE

- Demonstrated experience influencing, developing and implementing conservation policy and plans.
- Knowledge of current trends in conservation planning, landscape ecology, climate adaptation, adaptive management and effectiveness monitoring, including fire management and restoration.
- Ability to develop practical applications of scientific concepts and technical innovations for conservation purposes.
- Working knowledge of general ecological principles and ability to direct conservation field work, with a broad grounding in natural resources management and familiarity with the ecology, flora and fauna of the Appalachians region.
- Familiarity with National Forest System land management and policy.
- Communicating clearly via written, spoken, and graphical means in English.
- Politically savvy and experienced in partnership development (partners, community, government).
- Current certification or ability to obtain NWCG Firefighter Type II qualification.

ORGANIZATIONAL COMPETENCIES

Accountability for Outcomes	Pushes for excellence. Establishes challenging goals for self and others to drive performance in support of the Conservancy's mission. Rewards behavior that achieves these standards and is aligned with the organization's mission/ values. Takes action to address performance problems in a timely and appropriate manner.
Builds Organizational Capability	Builds or adapts organizational structures to accomplish the mission and to improve performance. This includes reorganizing organizational systems, structures, processes, procedures, communication channels or reporting relationships. With the Conservancy's strategic filter in mind, determines who can contribute, gets the right people involved, and builds bench strength for the future.
Collaboration & Teamwork	Shows a willingness to put the needs and goals of a global organization before personal/local/departmental needs. Works with others across organizational boundaries. Makes decisions, sets priorities, and allocates resources to help the organization as a whole achieve results.
Communications	Effectively expresses messages verbally and in writing. Actively listens to others. Fosters open exchange of issues. Is timely with information.
Courage & Decisiveness	Makes decisions and stands by them. Makes timely decisions even under pressure and when lacking complete information. Has the courage to modify decisions and admit why and how they were wrong.
Flexibility & Innovation	Flexible to changing circumstances. Takes innovative approaches towards work. Takes calculated risks and makes dependable decisions in the face of uncertainty.
Influences for Results	Achieves results by persuading, convincing, or influencing others. Adapts approach to the individual or group and knows how and when to use complex influence strategies. Uses success stories and passion for the mission to generate enthusiasm and support.
Open to Learning	Versatile learner and committed to self-improvement. Employs strengths effectively. Willingly shares knowledge with others. Seeks coaching on areas needing improvement. Adjusts behavior/performance as needed. Views mistakes as learning opportunities.
Organizational Awareness	Understands the basics of our business. Knows how local job relates to the big picture & contributes to the overall strategy. Knows how/why things work inside TNC. Easily moves through internal networks and channels for success.

This description is not designed to be a complete list of all duties and responsibilities required for this job.

TO APPLY:

Go to www.nature.org/careers, click *Search Careers* and search by the position title and/or location, then click *Apply Now* to submit an online application. It is necessary to complete the application in its entirety. In addition, submit resume (required) and **a letter of interest that includes salary requirements** in separate documents. For assistance with the online process, go to: <http://www.nature.org/aboutus/careers/external-applicant-userguide.pdf>.

Interested TNC employees should apply through PeopleSoft: <https://peoplesoft.tnc.org/psp/tnchrprd/?cmd=login&errorPg=ckreq&languageCd=ENG>

Application deadline is 11:59 PM on May 5, 2017.

The Nature Conservancy is an Equal Opportunity Employer. Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of men and women of diverse backgrounds, beliefs and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military or veteran status or other status protected by law.