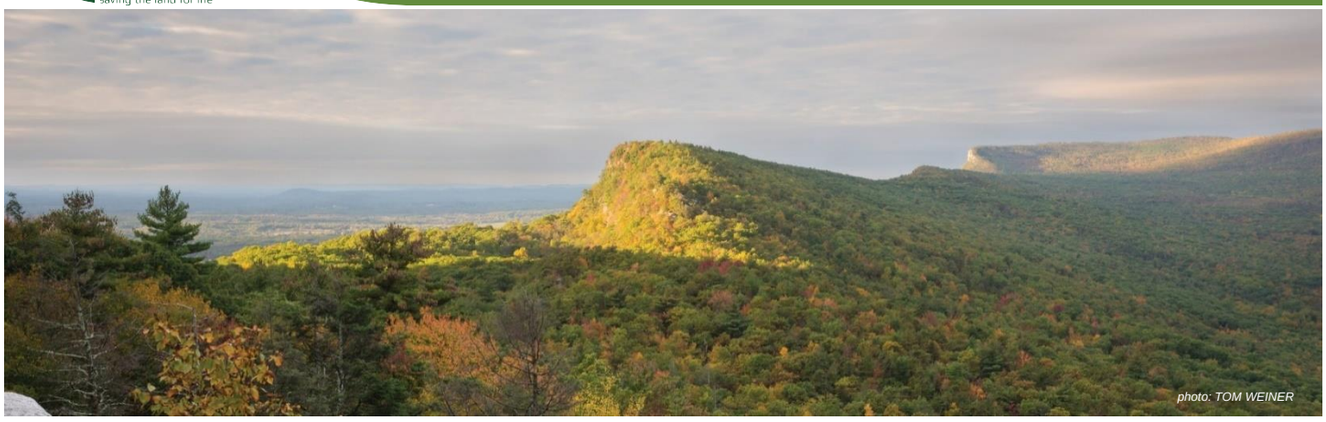
Mohonk Preserve
...saving the land for life



Join the Mohonk Preserve Team!

Director of Conservation & Community Education – Full-time

About Mohonk Preserve:
Located in the beautiful Hudson River Valley, Mohonk Preserve is New York's largest nonprofit nature preserve. Our mission is to protect the Northern Shawangunk ridge and inspire people to care for, enjoy, and explore the natural world. We manage over 8,000 acres of mountain cliffs, forests, fields, and streams and welcome over 300,000 members and visitors each year who come to hike, run, rock climb, boulder, bike, cross-country ski, snowshoe and enjoy and experience nature.

Based in a vibrant university community, Mohonk Preserve offers a great working environment in one of New York's greenest counties, with all-season recreation, access to Preserve lands, a dynamic, committed team of conservation professionals and long legacy of conducting ecological research and environmental education. The Preserve is also the home of one of America's premier rock-climbing destinations.

Position Overview:
The Director of Conservation & Community Education is a senior-level position leading a team of eight full-time staff as well as additional part-time and seasonal staff, providing strategic and operational leadership, budgeting and financial management, fundraising support and oversight of related conservation and community outreach programs.

The Department's focus areas include conservation initiatives, land protection and community outreach with a focus on education. Disseminating and applying knowledge and understanding of the Preserve's ecosystems and how we protect and manage them, in a way that is relevant and meaningful to the community, are primary goals.

It is expected that the Director will have broad knowledge of the full range of programs undertaken by the department. The Preserve's Conservation & Community Education team are experienced professionals with deep expertise in their fields. The Director of Conservation & Community Education reports to the President & CEO.

Essential Job Functions:

- The most important responsibility of this position is to provide exemplary leadership and supervision for the Conservation & Community Education team, ensuring that the Department is strong, engaged, supportive and collaborative. To this end, the Director will:
    - Plan and manage the work of the Conservation & Community Education team, including annual work plan goals tied to the Strategic Plan, for all department team members.
    - Recruit, manage, train, motivate, support and empower a strategic, high-performing team, providing direction and mentorship for the team and for each team member.
    - Coordinate effective communication among all team members and across the organization.

- Actively participate in the Preserve's senior leadership team, engaging on organizational strategy and planning efforts and interdepartmental initiatives.
- Build and maintain connections and collaborations with diverse and underrepresented communities in the region that strengthen partnerships and improve access to Mohonk Preserve, enhancing community connection with the land.
- Serve as staff lead for the Preserve's Board committees including the Conservation Committee, the Land Protection Committee and the Education Committee.
- Prepare and implement annual revenue and expense budgets. Provide oversight of department's finances.
- Ensure that the Preserve upholds Land Trust Standards and Practices required to maintain accreditation with the Land Trust Accreditation Commission.
- Oversee instructional services for students, faculty and teachers related to field studies, outreach programs, workshops and other learning experiences.

- Cultivate and maintain a high level of engagement and partnership between the Preserve's educational/outreach programming and local communities, school administrations and other organizations.

Desired Skills and Experience:
At Mohonk Preserve, our priority is finding the best candidate for the job. We encourage you to apply even if you don't meet all the qualifications or have a less traditional background.

- Bachelor's degree in a field relevant to the core subject areas of this position and 5-7+ years of relevant experience, OR equivalent combination of education and experience.
- Five+ years of successful supervisory experience of full-time staff required, including:
  - Effective communication and listening skills, conflict resolution, priority management, diversity awareness, problem solving, guiding workloads, staff development, managing and evaluating performance.
- Proven track record in building and sustaining strong and cohesive teams that include staff and volunteers, and skilled in providing clear objectives, expectations, motivation, support and feedback.
- Experience in leadership role/s in conservation, environmental education, land protection and/or natural resource management.
- Proven track record in building relationships and partnerships with a broad spectrum of stakeholders.
- Exemplary communication abilities including written, oral and presentation skills and experience communicating with community groups, partner organizations, schools.
- Proven ability to set and implement priorities, manage multiple projects and evaluate project success.
- Excellent computer skills - Microsoft Office 365 applications, remote work platforms (e.g., Teams, Zoom).
- Commitment to diversity, equity, inclusion, and justice to ensure that all people are respected and welcomed at the Mohonk Preserve. This includes participating in ongoing education and other work the organization undertakes to develop and incorporate these principles.
- Willingness to work occasional irregular hours, including some weekends, evenings, and/or holidays, including participation in Preserve and community events.
- Valid driver's license; clean driving record; ability to pass background check.

Physical Demands:
- Minimal to light physical effort is required in performing duties in an office environment. This position requires the ability to operate a computer and standard office equipment and lift up to 20 pounds.
- Occasionally works outdoors. Ability to be on-land and spend time outside for lengthy periods.
- May require sitting, standing, walking, hiking, climbing stairs, stooping, bending, carrying equipment.

Compensation and Benefits:
This is a permanent, full-time position with a full benefits package including health insurance (employer's contribution toward premium is 95% for individual; 50% for family), retirement plan, generous vacation, sick and other paid time off.
- Salary: $80 – $84k per year based on experience
- Mohonk Preserve membership for the duration of the position
- Access to lands and activities of Mohonk Mountain House resort

Eligibility for certain benefits is dependent upon a variety of factors including length of employment.

Location:
Mohonk Preserve's main offices are located at our Visitor Center in Gardiner, NY. This position will be based out of the Preserve's Daniel Smiley Research Center (DSRC) currently on the grounds of the Mohonk Mountain House resort. Mohonk Preserve offers hybrid work schedules at this time – coordinated with their supervisor and depending on the job, staff may be able to split time working remotely, as well as in the office and in-person on the land. Standard working hours, with some flexibility, to be coordinated with the supervisor. Mohonk Preserve is a smoke-free campus.

How to Apply:
Email cover letter, resume, and 3 professional references (include phone and email) by March 13, 2024, to: employment@mohonkpreserve.org

The anticipated start date of this position is early May 2024. No phone calls please.

Equal Opportunity Employer:
Mohonk Preserve is an Equal Opportunity Employer dedicated to creating an inclusive culture where employees from diverse backgrounds can thrive and support our mission. Successful candidates will be equity-minded and committed to furthering our Diversity, Equity, Inclusion, and Justice (DEIJ) goals. Mohonk Preserve encourages applications from women, minorities and/or other underrepresented groups.

This job announcement is not intended to represent a complete, comprehensive list of all duties and responsibilities that may be required in this position. There may be unplanned activities and other duties assigned.