COALITION DIRECTOR

RECRUITMENT ANNOUNCEMENT

AUGUST 11, 2022
THE OPPORTUNITY

This is an exciting time for the Rural Voices for Conservation Coalition! We will soon launch a refreshed Coalition engagement strategy to better connect our network of place-based conservation practitioners and build on RVCC’s strong history of elevating rural community perspectives in federal policymaking. With the support of a dedicated staff and Leadership Team and firm financial footing, the new Coalition Director will be well-positioned to lead this important effort while continuing to expand our portfolio of work around natural resources and economic development issues that affect rural communities across the West.

Our next director will also be responsible for overseeing daily organizational affairs, leading fundraising strategies, and supporting our staff of three in the implementation and delivery of strategic objectives and project work. This person should be passionate about collaborative conservation, experienced in coalition-building, and familiar with natural resources policy and its impacts on rural communities. We’re also looking for someone committed to inclusive leadership who will recognize and support the collaborative and horizontal structure of RVCC’s team, and thrive in an environment of mutual learning and shared organizational and project work.
The Rural Voices for Conservation Coalition (RVCC) is a learning network and policy coalition that works with over 80 community-based organizations and land management practitioners throughout the West. Through a three-pronged strategy that integrates peer-to-peer learning, policy analysis and engagement, and storytelling and communications, RVCC advances solutions that support both land stewardship and rural community well-being. Our integrated approach helps bridge the interests and expertise of diverse rural stakeholders, including rural community advocates, regional and national conservation organizations, business owners, county and state governments, researchers, and federal and state land managers. This has earned RVCC widespread recognition on Capitol Hill, within agencies, and among national nonprofits as a source for practical, actionable solutions that reflect the lived experiences of rural communities. RVCC is guided by a Leadership Team of 11 community leaders and applied researchers based in five Western states, and is fiscally sponsored by Wallowa Resources.
OUR THEORY OF CHANGE

RVCC’s work integrates three synergistic pillars: peer learning, policy analysis and engagement, and storytelling.

1. We elevate the experiences and best practices of community-based practitioners through peer-to-peer learning exchanges and publications.

2. We use that practical learning to inform our policy engagement and share concrete feedback with decision makers about on-the-ground policy and funding needs.

3. We share news, stories, and key messages to support community-based collaborative conservation strategies across the West.
RVCC envisions healthy landscapes and vibrant rural communities across the American West.

**INTERDEPENDENCE**

The health of our rural communities and landscapes are interdependent. Policy solutions must advance them in complementary ways.

**RESILIENCE AND DIVERSITY**

Resilience and diversity are the key components that provide for ecosystem productivity, social equity, and economic well-being.

**SUSTAINABILITY**

Long-term resource, food, and energy security is dependent on re-investment in the sustainability of ecosystems and rural economies.

**COLLABORATIVE SOLUTIONS**

Collaboration relies on an inclusive process that is respectful of diverse interests, and creates durable solutions based on mutual benefit and positive action.
POSITION DESCRIPTION

DETAILS OF THE POSITION
LOCATION: No requirement; Western U.S. preferred
REPORTS TO: RVCC Executive Committee
EMPLOYMENT STATUS: Regular Full-Time, Exempt Employee
SALARY: $71,000-$82,000 per year
BENEFITS: Vacation and personal days, employer contributions to a pension plan, cell phone stipend, and an additional monthly stipend.

POSITION SUMMARY
The Coalition Director is responsible for overseeing RVCC’s daily organizational affairs, leading fundraising strategies, and supporting staff in the implementation and delivery of strategic objectives and project work. This leader should be passionate about collaborative conservation, experienced in coalition-building, and familiar with natural resources policy and its impacts on rural communities.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

Leadership Team Relations
• Serves as RVCC’s primary liaison to members of the Leadership Team (LT) and Executive Committee (EC), maintaining active connection and engagement through strategies like individual communications, formal quarterly updates, annual staff and LT retreats, RVCC Annual Meetings, and travel to rural communities.

Organizational Planning and Fundraising
• Leads the planning and implementation of advancements to RVCC’s operational structure and strategy.
• Leads the organization's fundraising work to support long-term financial stability through diversified funding sources. Works closely with staff in developing funding proposals.

Community and Partner Relations
• Develops and maintains key relationships with staff in federal, Tribal, state, and local agencies; the offices of elected officials; universities; and community-based organizations.
• Represents RVCC at a wide array of public and private functions including at Congressional hearings, workgroups or conferences, and media engagements.
• Leads RVCC’s efforts to build alliances and issue-specific coalitions around core policy priorities.
Team Leadership
• Supervises and manages staff, including conducting interviews, hiring new employees and contractors, and directing training of new employees.
• Provides supervision and leadership in a manner that promotes teamwork, open communication, and mutual respect. Encourages staff development through mentoring and appropriate delegation of projects and decision-making.

Project Support
• Works with staff to develop, track, and implement short and long-term work plans to accomplish promised deliverables.
• Supports RVCC Program Managers in planning and executing project deliverables, such as published documents, peer-learning events, and policy outreach activities.
• Leads aspects of RVCC’s programmatic work as needed, including peer-learning and policy deliverables and the planning of key organizational events such as the RVCC Annual Meeting and the annual Leadership Team retreat.

Financial Management and Administration
• Works with RVCC’s Operations and Engagement Manager and with RVCC’s fiscal sponsor, Wallowa Resources, to manage and track RVCC’s budget, invoicing, sub-awards, contracts, and agreements.
• Works with RVCC’s Operations and Engagement Manager to develop a proposed annual budget and prepare quarterly financial statements that accurately reflect the financial condition of the organization.

EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES
The following qualifications are those we believe are necessary to successfully perform the Essential Job Duties and Responsibilities and are the criteria used to evaluate candidate applications.
• Expertise in collaborative conservation, public lands or natural resources policy, rural economic development, and/or a related field, which would typically be obtained through 6 or more years of professional experience -OR- a Masters degree in a related field with 4+ years of experience.
• Experience leading or coordinating teams of people on joint initiatives, programs or projects.
• Experience cultivating and maintaining relationships with diverse partners, including elected officials, Tribal agencies, legislative staff, national and community-based nonprofits, and funders.
• Experience integrating the principles of diversity, equity and inclusion into: 1) project strategy and implementation 2), advocacy work, -AND/OR- 3) the design of collaborative processes.
• Excellent writing skills and experience producing public-facing publications/documents.
• Demonstrated success in fundraising and/or grant-writing.

The following qualifications are also preferred:
• Supervisory experience.
• Project-level, program-level, or organization-level budget management experience.
• Experience developing and implementing organizational or programmatic strategic plans and/or long term work plans.
• Experience building or participating in coalitions.

The successful candidate must also possess a valid Driver’s License and an acceptable driving record according to the Fiscal Sponsor’s auto liability policy requirements.

DON’T MEET EVERY SINGLE REQUIREMENT?
If you’re excited about this role, we still encourage you to apply! The list above reflects the qualifications we think are important for someone to be successful as Coalition Director, but it is also a dynamic role that benefits from a variety of skill sets. We are very interested in candidates with diverse backgrounds who can help ensure the work of our coalition reflects and represents the range of perspectives and experiences of rural communities in the West.

WORKING CONDITIONS

Environment and Physical Requirements: RVCC is a fully remote team with an established remote work policy that includes a set annual per-employee budget for work-related travel. Current staff are located in Oregon and regular interaction and periodic in-person engagement with the team is expected. In addition, the Coalition Director position involves moderate travel, including occasional overnight travel to field locations throughout the rural West. Reasonable accommodations will gladly be made to enable individuals with disabilities to perform the essential functions of the position.
**Hours:** Employees are expected to be online and accessible for roughly 8 hours each day, Monday to Friday. Standard working hours should fall between 7 a.m. and 6 p.m. in any given time zone in the western US. This position works an average of 40 hours each week, but may sometimes be required to work extended hours, including occasional evenings and weekends. Flex time is permitted.

**Other Duties and Responsibilities:** This job description is a summary of the essential duties and responsibilities for this job, and does not necessarily represent an all-inclusive list of duties, responsibilities, tasks, or procedures. Employees are required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instruction or assignments. Nothing in this description restricts RVCC’s right to assign or reassign duties at any time.

**TO APPLY**

Please fill out the Google Form (https://forms.gle/oWD4afw9Dypv5Cgn7) and upload a cover letter, resume, and professional writing sample in a single PDF. Finalists will be asked for references.

**Hiring Timeline:** Application review will begin on September 6, 2022 and will continue until the position has been filled. Anticipated start date is November 1, 2022.

**Questions about the application process?**
Email the RVCC staff at rvcc@wallowaresources.org.

**RVCC is an Equal Opportunity Employer.**
We encourage applicants from diverse backgrounds and communities historically underrepresented within conservation.