

# CALIFORNIA NATIVE PLANT SOCIETY

## EXECUTIVE DIRECTOR

### JOB ANNOUNCEMENT

#### **JOB SUMMARY**

The California Native Plant Society (CNPS) is seeking an Executive Director who will be a strong and articulate leader for one of California's most effective conservation groups. The Executive Director will expand CNPS's fund-raising programs, develop programs that advance its mission, and implement the Society's strategic plan. The Executive Director will work closely with the Chapter Council leadership and the Society's Board of Directors. The Executive Director will develop and implement communications strategies to promote greater public awareness and understanding of the Society and its mission. Salary and benefits are competitive, commensurate with experience.

The Executive Director operates under the direction of the Society's Board of Directors, and is supervised directly by the President of the Board.

#### **ORGANIZATION DESCRIPTION**

CNPS works to preserve the state's diverse flora for present and future generations. We are a chapter-based conservation organization with close to 10,000 members, organized in 32 chapters across the state, with a Chapter Council and a Board of Directors. Volunteer leadership is an integral and vital component to our success as an organization. CNPS's members work in cooperation with county, state and federal agencies, elected officials, NGOs, and other non-profit organizations helping to increase an appreciation for and knowledge of California's native flora. CNPS's 15 administrative and technical staff, in several offices across the state, facilitate and support the work of chapters and implement statewide programs. CNPS is headquartered in Sacramento.

#### **JOB QUALIFICATIONS**

- At least three years of supervisory experience in non-profit management
- Demonstrated leadership ability
- Proven ability to raise funds through grant writing, individual donor campaigns, and membership appeals
- Experience in organizational development and financial management
- Excellent communication and problem-solving skills
- Demonstrated commitment to and enthusiasm for natural resource conservation

#### **DESIRABLE EXPERIENCE AND SKILLS**

- Demonstrated ability to achieve objectives using media, legislative, political, or legal strategies
- Undergraduate or graduate training in business management or related field
- Undergraduate or graduate training in conservation, botany or related field
- Able to articulate scientific concepts to wide range of audiences
- Strong computer skills

**Deadline for Applications:** October 31, 2005.

**Starting Salary Range:** \$60,000-\$80,000 plus benefits, commensurate with qualifications and experience. Competitive compensation package for non-profit organization of equal size.

**To Apply:** Submit an electronic application (in MS Word) including a cover letter expressing interest and summarizing your qualifications and experience, along with a current resume and at least 4 references to: Executive Director Search Committee, CNPS, E-mail: [edsearch@cnps.org](mailto:edsearch@cnps.org). For further information see our website at [www.cnps.org](http://www.cnps.org).

CNPS IS AN EQUAL OPPORTUNITY EMPLOYER.