

# CONSERVANCY

FOR CUYAHOGA VALLEY NATIONAL PARK

1403 West Hines Hill Rd., Peninsula, Ohio 44264 | 330-657-2909 | [www.conservancyforcvnp.org](http://www.conservancyforcvnp.org)

## **Position Announcement** **Senior Director of Community Partnerships**

October 15, 2020

*Conservancy for Cuyahoga Valley National Park is a non-profit organization created to engage public support for Cuyahoga Valley National Park and provide services to enhance public use and enjoyment of the park. The Conservancy's mission is to enrich people's lives and enhances our region by inspiring use, preservation and support of Cuyahoga Valley National Park.*

***Be part of something special!***

***The Senior Director of Community Partnerships will represent the Conservancy in working with external organizations and individuals in Cleveland and Akron to advance the mission of the Conservancy. The incumbent will work closely with the Chief Executive Officer to position the Conservancy and the Cuyahoga Valley National Park as trusted community partners to advance community, organizational and programmatic goals, with particular focus on Park promotion, external relationships, environmental preservation, social justice, health and wellness, and diversity, equity and inclusion. Also, the Senior Director will work with Conservancy Board leaders and staff leaders to provide leadership in areas where community engagement is needed and desired, such as in developing new projects and determining the role of the Conservancy in community-based issues.***

### **Position Description, Essential Duties (other duties as assigned):**

Essential duties include:

- Represent the Conservancy in establishing strategic partnerships and collaborating with external organizations to advance the mission of the Conservancy and Cuyahoga Valley National Park.
- Champion and provide oversight to the Conservancy's work and commitment to environmental preservation, social justice, health and wellness.
- Serve as an ambassador for the strategic objectives and initiatives of the Conservancy and the Cuyahoga Valley National Park; specifically, with regards to engaging our partners, potential partners and community members about the Conservancy's mission and vision.
- Develop, manage and lead progressive efforts and initiatives to advance diversity, equity and inclusion.
- Lead the organization's efforts to establish and maintain general community relations.
- Assist the Conservancy staff in making community connections which will advance their work.
- Represent the Conservancy and participate on committees, commissions, community forums, town halls and panels.
- Maintain membership and presence in relevant professional and community organizations that align with the mission of the Conservancy.
- Assist the Chief Executive Officer as needed in being the public face and presence for the Conservancy.
- Work with Conservancy and Park leaders to develop priorities around community engagement and partnerships.
- Employee must be able to satisfactorily perform the essential duties/functions as outlined in the position's job description.

**Minimum Qualifications:**

- A minimum of five years of proven success in community outreach, external affairs, communications and/or program leadership.
- Every Conservancy employee must understand and value racial equity as an organizational operating principle and be committed to continued learning on issues related to race, equity, diversity, and inclusion.
- Excellent interpersonal, communications, public speaking, presentation, listening and writing skills.
- Previous experience and a successful record of achievement in working in diverse communities and in promoting inclusion and equity.
- Previous experience and success in community engagement initiatives.
- Previous experience with parks, environmental organizations, community-based organizations or educational organizations preferred.
- An assertive self-starter with the ability to work independently with self-direction as well as in a team environment. Takes initiative, thinks creatively, and drives projects and initiatives to completion. Ability to organize and manage multiple priorities within established timelines
- Proven ability to work effectively with culturally diverse organizations at all levels.
- Ability to analyze and define problems and identify solutions at both the strategic and tactical level.
- Ability to effectively present information to public groups, executives of other organizations, the Conservancy staff and the Board of Directors. Ability to speak with empathy, authenticity, and credibility across multiple constituencies.
- Conservancy staff are currently working primarily remotely. Must be able and willing to work remotely and willing to return to the office at some point most likely with a combination of office based and remote working.
- Must be proficient with Microsoft Office (i.e. Word, PowerPoint, Excel, etc.), Internet and data research.
- Willingness to travel locally frequently, and availability for work on weekends and evenings as necessary.
- All employees of the Conservancy are required to pass a background check prior to the start of employment.

**Status/Pay/Benefits:** Full-Time, exempt. Salary range is \$65,000 -75,000. Excellent benefits package including medical and dental coverage, a fully vested 403(b) retirement plan, and generous leave time

**To Apply:** Send cover letter and resume to [apply@forcvnp.org](mailto:apply@forcvnp.org), with the subject line reading **Senior Director of Community Partnerships**. This is an immediate opening and posting closes when position is filled.

***The Conservancy provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, military obligations, or veteran status.***