

CONSERVANCY

FOR CUYAHOGA VALLEY NATIONAL PARK

1403 West Hines Hill Rd., Peninsula, Ohio 44264 | 330-657-2909 | www.conservancyforcvnp.org

Position Announcement

November 17, 2020

James A. Garfield Alliance Director

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.

Join us and be part of something special!

The Alliance is affiliated with the Conservancy for Cuyahoga Valley National Park, a 501(c)(3) nonprofit organization, that serves as an advisor and fiscal agent to James A. Garfield Alliance. The position reports to the CEO of the Conservancy for Cuyahoga National Park and works in close coordination with the James A. Garfield Alliance Steering Committee and the administrator of James A. Garfield National Historic Site. This professional leadership position will focus on raising community awareness and philanthropic support for the James A. Garfield National Historic Site (JAGNHS) by developing strategic relationships to fund community engagement in, appreciation for, and advocacy of JAGNHS and the history of James A. Garfield.

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

Essential duties include:

- Raise the community profile of the James A. Garfield Alliance to raise awareness and secure philanthropic support.
- Identify and build relationships with potential supporters: annual donors, corporate sponsors, grant-making organizations, foundations, etc. ‘
- Secure gifts and meet fundraising goals in partnership with the Alliance Steering Committee.
- Develop strategies to further engage community support and advocacy that enhances the Site's public use and enjoyment.
- Design and manage fundraising activities and program events in partnership with the Alliance Steering Committee and JAGNHS staff.
- Work in close collaboration with JAGNHS administrator and staff to ensure compliance with National Park Service regulations and that Site priorities are met.
- Employee must be able to satisfactorily perform the essential duties/functions as outlined in the position's job description.

Minimum Qualifications:

- Eight to ten years' experience in a fund-raising or nonprofit leadership, with demonstrated growth in funds acquired. Proven experience cultivating, soliciting, and stewarding donors/supporters.
- Direct experience with fund development.
- Personal skills and success with deepening relationships with community members and an ability to forge new relationships.
- Direct experience with boards, committees and governance.
- Awareness and appreciation for the mission, principles, and values of the Conservancy for Cuyahoga Valley National Park, and our approach to partnering and support of our National Park.
- 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.
- All employees of the Conservancy are required to pass a background check prior to the start of employment.

Status/Pay/Benefits: Part-Time (10-15 hours a week), exempt, \$20,000 salary; one-year grant funded position with possibility of continuation pending success with fundraising. No benefits associated with this position.

To Apply: Send cover letter, resume, and list of three professional references to apply@forcvnp.org, with the subject line reading **JAG Alliance Director**. 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.