

## **Executive Director Position Announcement**

Tug Hill Tomorrow Land Trust (THTLT) is seeking an innovative leader to serve as its Executive Director. The successful candidate for this position will create a thriving future for the organization and region by guiding growth in wild forest, working forest and farmland protection programs and expanding engagement efforts within the Tug Hill community.

### **Tug Hill – a rugged rural region and an established land trust**

THTLT's 30 years of work in the Tug Hill and its surrounding areas benefit the region's forest and farm lands, while also strengthening its economy. Larger than some states, the Tug Hill region spans nearly 2,500 square miles and is New York State's third largest forest area, exceeded only by the Adirondacks and Catskills.

Five river and stream systems rise from the forests of the Tug Hill plateau and adjoining western Adirondack Mountains. The plateau rises from 250-foot elevation on the west at Lake Ontario to 2,000-foot elevation on the east. Lake and elevation combine to produce an average snowfall of over 200", which is the heaviest snowfall east of the Rockies. These conditions make the region a paradise for those that enjoy skiing and snowmobiling. The milder months also provide ample opportunity for hiking, hunting and fishing. New York State's premiere sport fishing river, the Salmon River, flows from the heart of Tug Hill to Lake Ontario.

THTLT protects over 20,000 acres of wild forest, working forest land, and farm lands through more than 100 conservation easements. THTLT has secured two public conservation areas to support education programs and outdoor exploration, and anticipates adding another such area in 2022.

The Land Trust has also forged a special partnership with the U.S. Army at Fort Drum (home of the renowned 10<sup>th</sup> Mountain Division) and Ducks Unlimited to protect over 20 farms in and around the Army base.

### **Organizational strength**

THTLT is led by a board of volunteers, comprised of up to 17 members, who reside throughout the region and represent a range of interests. Board members bring expertise in many disciplines, including but not limited to: environmental protection, organizational change management, operations, forest land ownership, agriculture, public engagement, recreation, and not-for-profit management. The Land Trust employs a staff of seven team members and draws upon volunteers for assistance with various land trust programs and activities.

The Land Trust was created in 1991 after a round of community forums called for an organization to work with private landowners to help protect the region's forest and farm land. The currently departing Executive Director was part of the team that initially created the THTLT. Four full-time and two part-time staff positions work out of its Watertown, NY office. A new seventh, remote position was created early in 2022 to better serve the southern portions of the Tug Hill region. The Land Trust office is based at Zoo New York, the only zoo that focuses solely on the wildlife and wildlife habitats of New York State.

Watertown provides excellent services, including a large medical center and easy access to larger urban areas in Central New York. It is also located about a one-hour drive from Kingston, Ontario and a two-hour drive to Canada's capital Ottawa. Watertown's airport is served by American Airlines.

THTLT's annual budget of about \$400,000 is based on revenues from donors, community foundations that serve the region, other foundations, LTA-NY grants, and earned income from farm land conservation projects. One of these projects is the Army Compatible Use Buffer program at Fort Drum, just north of Watertown. The THTLT Stewardship Fund of over \$1,000,000 exceeds standards for stewardship funding. The Land Trust is building endowment funds and a reserve fund to strengthen its finances long-term. A recent 3-year campaign to raise \$600,000 has reached its goal almost two years early.

The Land Trust has just completed its fourth strategic plan, which was developed with robust input from stakeholders throughout the region, and is completing its third LTAC national accreditation. See plan at: [https://tughilltomorrowlandtrust.org/wp-content/uploads/THTLT-Strategic-Plan\\_2021-2025.pdf](https://tughilltomorrowlandtrust.org/wp-content/uploads/THTLT-Strategic-Plan_2021-2025.pdf)

## **Guiding organizational growth**

The THTLT Executive Director reports to the full board and in partnership with the board chair, is a key part of the organizational leadership team. The Executive Director is responsible for advancing the organization's mission and overseeing its financial, managerial, and fundraising needs. The Executive Director is responsible for THTLT's day-to-day activities related to fundraising, land protection and management, marketing/outreach/communication, and is the primary ambassador representing THTLT to landowners, donors, government agencies, not-for-profits and other partners.

## **Core responsibilities**

The Executive Director's responsibilities encompass and leadership and fundraising, strategic action/finances/administration, and organizational management.

### **Leadership and fundraising (approximately 50% of time)**

The Executive Director will serve as an articulate, persuasive, charismatic advocate for THTLT and help to position the Land Trust as a respected organization, recognized for its effective collaboration with other conservation organizations.

The Executive Director guides the seamless integration of the organization's fundraising and outreach/educational programs to build new partnerships, while increasing its overall funding base and generating new sources of revenue.

**Strategic action, finances, and administration** (approximately 20% of time)

The Executive Director takes the lead in strategic planning and implementing the plan through organizational development. The Executive Director will work with the board and staff to ensure that the organization is poised to adapt to changing conservation conditions.

The Executive Director will identify expansion, growth and collaboration opportunities, while ensuring that these actions align with the strategic plan. The strategic plan will serve as a living document and will guide the development of annual work plans. The Executive Director is also responsible for providing continual staff development and fostering a collaborative environment that welcomes and makes space for dialogue. The Executive Director will create the conditions necessary to attract and retain a strong, engaged board focused on the mission and governance of the organization.

The Executive Director will work closely with the board and staff to ensure the organization's finances are able to support continued growth and program expansion, while maintaining effective internal controls and compliance with applicable laws and land trust standards and practices.

**Organizational management** (approximately 30% of time)

The Executive Director is responsible for hiring, motivating, managing, developing, and evaluating staff. They will develop and maintain an effective administrative office for THTLT operations, building a team that is engaged, skilled and responsive to community conservation needs. The Executive Director also oversees projects, requiring some time outdoors with staff and partners.

The Executive Director works with board and staff to foster dynamic and productive internal relationships, and participates in board recruitment, training and mentoring, and support of board committees.

## **Qualifications**

**Required qualifications:**

- B.S. in natural resources management, land use management, non-profit management, public administration, or applicable/related field
- At least five years of progressive, successful, high-level senior project management experience,
- A passion for and commitment to land conservation and proven ability to build partnerships necessary to achieve this goal

**Preferred qualifications:**

- Direct experience in land conservation, particularly involving forestry and farming,
- Proven track record and expertise in fundraising, donor cultivation, new revenue generation, grant writing/reporting,

- Direct experience growing an organization,
- Seasoned leadership skills, demonstrating an inclusive work ethic and ability to manage multiple priorities and direct reports,
- Proven ability to serve as a team builder, creative but structured thinker, thoughtful listener,
- Knowledge of and familiarity with the Tug Hill region or similar very rural setting,
- Demonstrated ability to learn quickly and adapt to changing circumstance,
- Highly motivated, energetic, savvy, capable of humility, good sense of humor.

### **Application**

Work environment: Approximately 50% indoor office work, 50% meeting with donors and project partners (at homes, offices, farms and forest land). Most travel is within or near the Tug Hill region, ranging up to approximately 2 driving hours from the THTLT Watertown office.

Physical requirements: Willingness and ability to travel throughout the region weekdays, with occasional weekend and night travel, and occasional conference and training participation elsewhere in New York State and the nation.

Compensation: range of \$75,000 - \$85,000, though may go higher dependent on experience  
benefits include matching contribution to IRA, health insurance partial reimbursement

### **To apply**

Please send cover letter and resume to [board@tughilltomorrow.org](mailto:board@tughilltomorrow.org) by 22 April 2022

Start date estimated to be mid-2022

*Equal employment opportunity and having a diverse staff are fundamental principles of Tug Hill Tomorrow Land Trust. Employment and promotional opportunities are based on individual capabilities and qualifications without regard to race, color, religion, gender, pregnancy, sexual orientation preference, age, national origin, marital status, citizenship, disability veteran status or any other protected characteristics as established under law.*