



## **EMPLOYMENT OPPORTUNITY – IMMEDIATE OPENING**

**Position Title:** Executive Director

**Classification:** Full Time / Exempt

**Reports to:** Get Outdoors Nevada Board

**Compensation:** Target range \$100,000- \$112,500 commensurate with experience

**Application deadline is Friday, March 1, 2024 12:00pm**

Get Outdoors Nevada (GON) is a 501(c)(3) nonprofit organization dedicated to providing education and volunteer services to our southern Nevada neighbors. Our mission is to connect people of all ages and backgrounds to the outdoors by offering opportunities to experience, learn about, and care for our natural and urban outdoor spaces. At GON, we envision a world where everyone has access to, benefits from, and cares for outdoor spaces.

Our organization values a diverse workforce, and our team shares the firm conviction that diversity at all levels is critical to our success in fostering a community in which everyone has the ability to discover, experience and connect to our state's diverse outdoor places. We believe in nurturing individual strengths which drive collaboration that sustains a supportive and inclusive work environment where all voices are heard.

### **Position Description**

Get Outdoors Nevada is seeking its next leader poised to grow the organization following over 20 years of proven success and excellence. The Executive Director leads, manages, and inspires the members of the Get Outdoors Nevada team to achieve the organization's mission while strategically positioning education, volunteer, and community engagement initiatives for success. Working closely with the 13-member board, the Executive Director secures, coordinates, and configures resources, capacity, and operations to address the priorities of the organization by overseeing fundraising, marketing, and outreach.

This dynamic role engages with existing partners and cultivates new relationships to promote GON's mission and vision, continually expanding the organization's profile within southern Nevada nonprofit and environmental industries. Candidates should have strong interpersonal communication skills inclusive of active listening and the capacity to advocate successfully using stories, science, and data. Clear, authentic, and credible communication is imperative.

Candidates must exhibit a respect for diversity of people, experiences, and perspectives. Candidates must have a demonstrated respect for local, on-the-ground involvement with people, communities, and cultures, with awareness and sensitivity to their varied and rich realities. Candidates should bring a strong understanding of Nevada's unique history, heritage and culture, and geographic and environmental diversity as well as experience in Southern Nevada community. Having an existing social and professional network within Southern Nevada will be a primary screening tool.

### **Responsibilities include:**

- **Lead Organizational Vision and Operations:**

- Overall responsibility for organizational integrity, program results, philanthropy activities and resource management.
  - Manages the development and execution of the strategic plans, budget and financial plans, and annual work programs.
  - Ensures recruitment, management and development of high quality and effective staff.
  - Provides leadership in public policy efforts and serves as spokesperson for the organization and its initiatives.
  - Ensures that programmatic commitments, financial standards, contractual and legal requirements are met.
- **Focus on Organizational Relationships and Growth:**
    - Works with board to develop long-term vision inclusive of funding and impact.
    - Brings an entrepreneurial mindset and is willing to expand successful programs, discontinue ineffective ones, and introduce novel initiatives aiming to diversify programs and revenue.
    - Develop and implement strategies for strengthening existing partnerships and fostering new collaborations.
    - Oversee the organization's growth initiatives, ensuring alignment with strategic goals.
- **Cultivates Supporters for Future Organizational Expansion:**
    - Lead a comprehensive and strategic fundraising plan to cultivate individual and corporate donors.
    - Own and cultivate key relationships with stakeholders, partners, and donors to ensure organizational sustainability.
    - Directs, prepares, presents and/or participates in negotiations of project proposals with governmental, multilateral agencies and other organizations.
    - Capitalizes on the evolving landscapes of both Las Vegas and Greater Nevada by aligning with the region's diversification, economic expansion, and the growing emphasis on protected outdoor resources.

### **Essential Skills:**

- Bachelor's degree and or a minimum of seven years of experience as a leader in the conservation arena, non-profit sector, advocacy or related for-profit area.
- Experience in leading and managing a multi-disciplinary team.
- Experience communicating with and presenting to diverse audiences, including donors, board members, employees, and outside partners.
- Proven experience in fostering relationships with local stakeholders, businesses, and community leaders.
- Financial acumen and experience managing budgets.
- Fundraising experience and a strong desire to fundraise.
- Experience in development and execution of events and coordinating events with a team.
- Excellent communications skills.
- Experience with board management and/or board service.
- Ability to work well under pressure.

- Demonstrated track record of building and maintaining strong connections within the Southern Nevada community.

### **Application Instructions**

Submit a one-page cover letter along with a current resume and at least three professional references with the subject “Executive Director Application” to [jobs@getoutdoorsnevada.org](mailto:jobs@getoutdoorsnevada.org). All email attachments must be in MS Word or PDF format. Please do not call for additional information. Email only. Candidates may also apply via the LinkedIn or Indeed posting. Applications must be submitted prior to 5pm on Friday, February 23.

Qualified candidates will be invited to participate in an interview with Board of Directors and current team members. Additional supporting documentation of applicant’s experience and skills may be requested at that time.

Get Outdoors Nevada is an equal opportunity employer that recognizes each person is an individual and does not discriminate against applicants or employees on the basis of ethnicity, gender, color, religion, national origin, sexual orientation, ancestry, age, physical or mental disability, medical condition, pregnancy, marital status, or military status.

*Don’t meet every single requirement?* Studies have shown that women and people of color are less likely to apply for jobs unless they meet every qualification. We are dedicated to building a diverse, inclusive and authentic workplace, so if you’re excited about this role but your past experience doesn’t align perfectly with each qualification in the job description, please go ahead and apply anyway! You might be just the right candidate for this role. Consistent with our values and our commitment to equity, diversity, and inclusion as stated above, **Get Outdoors Nevada is an Equal Opportunity Employer**. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Benefits Include:

- Employer contribution for Medical insurance
- Employer covered dental, vision and life insurance policies
- 401k retirement match up to 3%
- Flexible and hybrid work options
- Technology reimbursement
- Professional development allowance
- Unlimited PTO

