



## **POSITION OVERVIEW**

The Metro Denver Nature Alliance (Metro DNA) is seeking an Alliance Director to guide a growing coalition of non-profit, government, research, and private sector partners working to achieve its mission to enhance the alignment and impact of nature-based efforts to ensure more equitable access to nature and healthier people, communities, and nature. Working closely with the Metro DNA Steering Committee and standing committees, the Alliance Director will oversee the successful execution of Metro DNA's core roles as facilitator, champion, and capacity builder, as well as its Three-Year Business Plan. The Alliance Director will facilitate and support partner collaborations and projects, cultivate and manage relationships with partner organizations and individuals, oversee Metro DNA operations, and help to co-create and implement strategic decisions. Candidates should demonstrate a proven ability to develop partnerships with diverse organizations, build organizational capacity, and promote more inclusive, equity-driven nature-based efforts.

## **POSITION TITLE**

Alliance Director, Metro Denver Nature Alliance (Metro DNA)

## **ABOUT THE METRO DENVER NATURE ALLIANCE**

The Metro Denver Nature Alliance (Metro DNA) is a dynamic, inclusive, and growing coalition of non-profit, government, research, and private sector partners working to make the seven-county Denver region a thriving place for people and nature. Through shared visioning and cross-sector collaboration, Metro DNA works for a future when:

- Metro Denver residents have equitable access to parks, open spaces, and other kinds of nature meaningful to them
- Metro Denver communities integrate nature to promote healthy, active residents
- The metro Denver region protects, restores, and stewards natural systems that support people, wildlife, and ecological functions

Metro DNA has evolved with the strategic leadership of an active and dedicated Steering Committee, which has worked over the past two years to establish the mission and core functions of Metro DNA. Current Steering Committee members include staff from: City of Westminster, cityWILD, Denver Botanic Gardens, Denver Regional Council of Governments, Denver Zoo, Environmental Learning for Kids, Great Outdoors Colorado, Mile High Connects, National Wildlife Federation, Rocky Mountain Land Use Institute, the Nature Conservancy, the Trust for Public Land, United States Fish and Wildlife Service, United States Forest Service, and Volunteers for Outdoor Colorado.

Metro DNA's mission is to facilitate an inclusive regional alliance that enhances the alignment and impact of nature-based efforts to ensure more equitable access to nature and healthier people, communities, and nature. Metro DNA emerged from a shared belief that a coordinated alliance can achieve more than the sum of its parts. By bringing nature-based efforts into greater alignment and facilitating integrated, long-term strategies, partners promote more equitable access to parks and greater prioritization of nature in land use decisions.

Metro DNA performs three mutually reinforcing roles:

- *Facilitating collaboration and alignment* among the many partners working to advance healthy people, communities, and nature.
- *Championing nature-based efforts* by publicizing partners' work, showcasing their successes, and raising public awareness and support for nature, broadly defined.
- *Building partner capacity* by promoting resource sharing and leveraging joint activities.

## **POSITION DESCRIPTION**

The Alliance Director will be the first staff hire for Metro DNA and will have the opportunity to perform a wide range of activities to ensure the Alliance's continued development. Reporting to Metro DNA's Executive Committee Co-Chairs, the Alliance Director is responsible for building and maintaining a robust, inclusive alliance of diverse partners, facilitating and coordinating partner-led projects, and managing operations.

The Alliance Director should demonstrate a proven ability to maintain and cultivate inclusive partnerships and/or alliances, manage multiple complex projects simultaneously, facilitate meetings with diverse partners, and fundraise effectively. The Alliance Director must possess a strong understanding of the programmatic objectives of Metro DNA, bring professional experience with nature-based efforts, show a commitment to advancing diversity, equity, and inclusion principles in nature-based efforts, and, ideally, have existing relationships with Metro DNA partners and prospective partners.

## **RESPONSIBILITIES AND ESSENTIAL FUNCTIONS**

### Alliance Building

- Maintain and build on existing enthusiasm and support for Metro DNA's mission across the metro Denver region through in-person meetings, communications, and presentations
- Cultivate new Alliance partners among a diverse range of non-profit, government, research, and private sector organizations across the seven-county metro Denver region (in conjunction with Metro DNA's Partner Outreach Committee)
- Maintain and strengthen existing partner relationships through effective in-person and electronic communications emails
- Build the cohesion and collaboration of the Alliance, finding formal and informal ways to bring partners together to leverage the value of their unique organizations, places, and perspectives



- Participate in other nature-based coalitions across the metro Denver region and/or within Colorado
- Create and manage robust communications mechanisms to connect, advance, and promote partnerships among Alliance partners
- Demonstrate and promote diversity, equity, and inclusion principles and practices within the Alliance
- Conduct yearly partner satisfaction surveys, including progress in promoting DE&I, to ensure delivery of meaningful and valuable partnership benefits

#### Facilitate and Coordinate Partner Collaboration

- Facilitate, coordinate, and support the work of the Metro DNA Steering Committee, standing committees, and working groups. Design and facilitate meetings, and track and update action plans
- Organize and facilitate two annual partner convenings (in conjunction with the Programs Committee)
- Support the co-creation of collaborative partner projects, including facilitating the co-design, development, and implementation of these projects (in conjunction with the Programs Committee)
- Develop and maintain an effective website and engaging social media presence (in conjunction with the Communications Committee)

#### Manage Operations

- Communicate effectively and transparently with Metro DNA leadership and standing committees, regularly apprising them of relevant organizational and programmatic information
- Promote the Alliance's fiscal sustainability by growing the dues-paying partner base and actively participating in fundraising for collaborative partner projects
- Manage the relationship with Metro DNA's fiscal sponsor and, as necessary, monitor compliance with state statutes and IRS regulations
- Oversee Metro DNA's budget, including tracking yearly partner dues
- Supervise Alliance relationships with sub-contractors and consultants, as needed
- Provide leadership in implementing and tracking Metro DNA's progress toward established programmatic and organizational objectives, including spearheading timely evaluations of the Alliance's success and impact
- Work with the Steering Committee to update programmatic and organizational objectives
- Cultivate strong and equitable governance and decision-making rules, and establish clear lines of communication and organizational transparency (in conjunction with the Steering Committee)
- Develop and manage partner database and update regularly
- Ensure that the Alliance's day-to-day operations and programs are effectively and equitably administered



## **POSITION REQUIREMENTS**

A successful Alliance Director candidate will likely have:

- Deep knowledge of and/or experience with a range of nature-based efforts in the Metro Denver region, including established relationships with organizations and individuals across the seven-county metro region
- Demonstrated experience with coalition-building, collaborative partnerships, and/or collective impact initiatives
- Proven commitment to building diversity, equity, and inclusion within nature-based efforts
- Strong interpersonal skills, including an ability to build positive working relationships with diverse individuals across different programmatic areas
- Superb oral and written communications skills
- Proven ability to set strategic direction of organizations/programs while also successfully facilitating meetings and implementing action plans
- Experience leading a program or organization of similar size and complexity, including successfully managing and executing multiple activities and projects
- Capable of working in a “start-up” and “hands-on” environment
- Commitment to seeing both the Alliance and partner organizations succeed
- Growth mindset - ability to offer and accept constructive feedback to strengthen working relationships and the Alliance
- Bachelor’s degree required; advanced degree in related field (public policy, conservation, social work, nonprofit management) preferred
- At least 8 years of relevant experience in a related field (conservation, environmental education, social work, public health, land use and/or public policy, etc.)

## **WORK ENVIRONMENT**

Metro DNA is in a “start-up” phase, and the Alliance Director will need to outline a plan for accomplishing their duties with flexibility and accountability in conjunction with the Executive Committee. Regular meetings will be conducted in person at various member locations and/or via phone. Travel throughout the seven-county metro Denver region is a regular requirement of the job.

## **PHYSICAL DEMANDS**

- Frequent extended hours in front of a computer screen with or without accommodations
- Extended time driving or using public transit within the Metro Denver region
- Occasional carrying of objects up to 20 pounds
- Regular group and public speaking
- Occasional activities occurring outdoors

## **ADDITIONAL ELIGIBILITY QUALIFICATIONS**

- Authorized to work in the United States



**COMPENSATION**

Salary is \$75,000 or commensurate with experience. Metro DNA offers a competitive benefits package.

**APPLICATION PROCESS**

Interested applicants should send: (1) cover letter, (2) résumé, and (3) three work-related references to [Jennifer.riley@botanicgardens.org](mailto:Jennifer.riley@botanicgardens.org).

**Applications should be submitted by Friday, February 16, 2018.**

