

JOB ANNOUNCEMENT

Position: Program Director

Location: Fort Collins, Colorado

Duration: Full-time Term

Estimated Hours: 30 hours/week initially (40 hours/week with future fundraising efforts)

Compensation: \$40,000 - \$50,000 full-time equivalent (depending on experience).

Application Deadline: October 1, 2018. Open until filled.

TO APPLY

Please send a cover letter, resume, and three references via email to: John Giordanengo, john@synergy3.org. No phone calls please.

POSITION OVERVIEW

The Southern Rockies Seed Network seeks a full-time director to guide the future of this program and to manage current programs. Established in 2014, the seed network provides an exciting opportunity for professional growth and to work among a diverse range of federal, state, and local partners and industry representatives working to create a sustainable solution to native plant materials development for the restoration industry in the Southern Rockies Ecoregion. This position will oversee the plant materials collection program, manage all fundraising activities, assist with our ecological restoration training program, develop and expand our growers' network, manage diverse mapping and data management needs, enhance and manage our marketing and outreach program, and manage the plant materials program coordinator in order to address goals and strategies outlined in the SRSN Operations Plan.

ORGANIZATIONAL BACKGROUND

Responding to an ever-increasing need for strategic and collaborative restoration planning, the Southern Rockies Seed Network became established as a 501(c)3 organization to fulfill our mission: *"To preserve the genetic integrity of our native flora through collaborative planning for plant materials development."* The Southern Rockies Seed Network works to serve the High Plains, Northwestern Great Plains, and Southern Rockies ecoregions as a priority. Program activities include building and sustaining a regional grower's network, plant materials collection and processing, planning annual partnership meetings, providing education, outreach, and training, fundraising, and facilitating the production of seeds and other plant materials for network partners.

GENERAL RESPONSIBILITIES

1. Program management, budgeting, and partnership coordination to develop long-term strategies and solutions for ecotypic plant materials development: 30%
2. Grant writing and other fundraising activities: 20%
3. Provide outreach to and coordinate with seed industry, farmers, and nurseries to develop ecotypic plant materials: 25%
4. Oversee a planning committee to carry out the annual SRSN annual meeting: 10%
5. Development of technical protocols and educational materials, creation and distribution of marketing materials, and other marketing and educational duties: 5%
6. Renew annual insurance policy, invoicing partners/clients, basic book keeping tasks, and other administrative tasks: 10%

QUALIFICATIONS

The following qualifications should be *clearly* indicated in your resume.

Required Qualifications/Skills

- Min. 3 years experience in project and/or program management;
- Self-directed, with a track record or proven ability to take initiative in developing and managing complex programs;
- Proven track record with fundraising, including grants, direct solicitations to partners and private funders, fee-for-service proposals, and other fundraising efforts;
- Min. 3 years experience in botany, farming, nurseries, ecology, restoration, horticulture, or related field;
- Positive attitude, ability to communicate professionally (written and orally) with a diversity of partners;
- Highly proficient with computers and basic office related software (MS office, databases, spreadsheets, word processing, etc.);
- Experience with volunteering and volunteer management;
- Ability to work independently and as part of a team;
- Proven ability to work professionally with land management agencies, private land owners, industry representatives, farmers, and/or nurseries;
- On the ground experience implementing conservation, restoration, farming, horticultural, or other natural resource projects;
- Strong work ethic and conservation values; and
- B.S. degree in natural resources management (or similar), horticulture, agriculture, non-profit management, or a related field.

Desired Qualifications/Skills

- Seed collection or horticultural experience;
- GIS and GPS;
- Working with/for non-profit organizations;
- Advanced degree and/or experience in horticulture, agriculture, ecology, botany, or related field;
- Energetic, flexible, professional, and self-directed; and
- Bookkeeping, administrative, and other office-related skills.

Equal Opportunity Employer

The Southern Rockies Seed Network is an Equal Opportunity Employer and protects applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), sexual orientation, or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.