



CALIFORNIA NATIVE PLANT SOCIETY

EXECUTIVE DIRECTOR JOB ANNOUNCEMENT

The California Native Plant Society (CNPS) is a science-based advocacy organization with over 9,000 members organized in 33 chapters across the state, a Chapter Council that meets quarterly, a Board of Directors elected by the Chapter Council, numerous local and statewide committees chaired by chapter volunteers, and volunteer and paid administrative and program staff. Volunteer leadership is an integral and vital component of our success as an organization. The Society's members work in cooperation with county, state, and federal agencies, elected officials, NGOs, and other non-profit organizations to conserve California native plants and their natural habitats, and increase understanding, appreciation, and horticultural use of native plants. The Society's administrative and technical staff facilitates and supports the work of the chapters and implements statewide programs. The Society is headquartered in Sacramento.

JOB SUMMARY

CNPS is seeking an Executive Director who will be a strong and articulate advocate for one of California's most effective conservation organizations. We are looking for someone who is a team-builder and excellent communicator with the ability to forge alliances with public and private organizations. The successful candidate will build and strengthen the Society's membership and donor base and work with all parts of the Society, as well as external partners, to grow new revenue sources necessary to support the overall financial health of the organization now and in the future. He/she is responsible for managing all staff, helping to implement strategic plans developed by the Society, staying within budgets approved by the Board, and has chief administrative responsibility for the Society including the Society's public accountability, legal obligations, and regular reporting. The Executive Director operates under the direction of the Society's Board of Directors and is supervised directly by the President of the Board.

QUALIFICATIONS

- At least three years of supervisory experience in a non-profit setting
- Demonstrated ability to work with volunteers with all levels of expertise
- Demonstrated leadership abilities
- Demonstrated fundraising abilities through grant writing, individual donor campaigns, and membership appeals
- Experience with financial management
- Excellent communication and problem-solving skills
- Demonstrated commitment to, understanding of, and enthusiasm for natural resource conservation

Review of applications will begin March 20, 2012 (anticipated start date June 1, 2012).

Starting Salary Range: Commensurate with qualifications and experience. Competitive compensation package for non profit organizations of equal size.

To Apply: Submit an electronic application (in MS Word), including a cover letter expressing interest and summarizing your qualifications and experience, along with a current resume, to: Executive Director Search Committee, CNPS, email: edsearch@cnps.org. For further information see our website at www.cnps.org.