

Executive Director

Brunswick-Topsham Land Trust (btl.org)

179 Neptune Drive, Suite 200 / Brunswick, Maine 04011

Located in Maine's midcoast, the Brunswick-Topsham Land Trust (BTLT) seeks an Executive Director to lead a vibrant, community-oriented organization that conserves and stewards vital natural areas, supports local farms and local foods, and offers a range of educational and recreational programs, most notably in partnership with local schools.

An overview of the Brunswick-Topsham Land Trust, its programs and operations, accompanies this position description.

The Executive Director of BTLT provides leadership and vision, organizational capabilities, and relationship building to guide a growing organization that continues to be at the forefront of Maine's conservation organizations. The land trust endeavors to cultivate care for the natural world, confront the challenge of climate change and habitat destruction, and make our community and the wider world more resilient for all living things.

The Executive Director is a full-time, year-round position responsible to BTLT's Board of Directors. BTLT currently supports a staff of 12, some of whom are part-time, and has an annual operating budget of just over \$1,000,000 (exclusive of income and expenditures for most lands projects).

Responsibilities. The Executive Director is responsible for furthering the mission of the organization, upholding its core values, overseeing staff and programs, and complying with legal responsibilities and exemplary expectations of a not-for-profit. We expect the Executive Director to:

- Provide leadership for an organization that continues to learn and grow.
- Develop and implement Board-approved strategic plans.
- Oversee the day-to-day management of BTLT operations and staff.
- Ensure the organization's activities align with its mission, vision, values, priorities, and capacity.
- Work with an engaged Board and committees for organizational efficiency and effectiveness.
- Maintain a culture of communication and collaboration among the staff, Board, volunteers, and partner organizations.
- Engage energetically in fundraising and other development work to support our activities.
- Build and maintain relationships with key stakeholders, including Board members, landowners, donors, governments, and strategic partners.

- Nurture a supportive work environment for staff.

Expected Qualifications. The ideal candidate will bring experience, vision, energy, management competencies, and relationship skills to ensure successful implementation of the merger with Cathance River Education Alliance (CREA) and to lead BTLT forward. Experience in conservation and stewardship is preferred. Qualifications include:

- Leadership capabilities that join vision with effective operations.
- Strong administrative and personnel management experience, supporting staff initiative in the execution of their jobs while ensuring that BTLT operates as efficiently and responsibly as possible.
- Excellent communication skills.
- Demonstrated fundraising ability in the full range of sources available to conservation organizations, including grant-writing and relationship-building.
- Ability to forge and foster strong community connections to further our mission.
- Commitment to continuing BTLT's support for a flexible, family-friendly workplace and governance grounded in consensus seeking.

Strategic Objectives. Among the key strategic objectives awaiting our next Executive Director are these:

- Continue the successful merger with CREA, building a stable, effective, and unified organization.
- Help BTLT realize the full potential of the merger by working to expand our educational offerings.
- Oversee implementation of the recently approved Strategic Plan.
- Maintain and strengthen BTLT's longstanding focus on supporting local agriculture through our conservation efforts, farmers' market, community garden, partnerships, and other programs.
- Help find ways to confront the unfolding challenges of climate change.
- Help us live into our commitment to diversity, equity, and inclusion through internal organizational improvements and outward-facing programs and activities designed to serve all people in our community.

Compensation. BTLT offers a salary in the range of \$75,000 - \$90,000 depending on experience and qualifications, as well as benefits including health insurance, retirement, paid leave, flexible hours, and remote work options.

To Apply. Please send resume, cover letter, and contact information for three references in a single document by email to: edsearch@btl.org. Applications will be reviewed beginning August 21. Applications will be accepted until the position is filled.

For more information about BTLT, see our website at <http://www.btl.org>. Please address questions to: edsearch@btl.org.

BTLT is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, national origin, genetics, disability, age, veteran status, or any other basis protected by law.