



Lower Shore Land Trust (LSLT) seeks an energetic and visionary conservationist to lead the organization as Executive Director. Based in Snow Hill, Maryland, the Lower Shore Land Trust is an accredited land trust and a well-respected regional leader in conservation. The ideal Executive Director will, working with the Board of Directors, lead the development and implementation of LSLT's strategic conservation vision, coach a dynamic staff team, and expand fundraising opportunities.

About the Position:

The Executive Director is responsible for overseeing all aspects of the organization, including fundraising, conservation programs, communications, staffing, and administration. The Executive Director will report to the Board of Directors and the salary range for the position is \$85,000-\$105,000 annually, in addition to a full suite of health, retirement, and vacation benefits.

**The broad goals and objectives for the Executive Director are the following:**

- Raise funds for operations, easements and other programs, including major gifts, annual appeals, and grant writing.
- Serve as the primary spokesperson for the organization and continue to build the organization's reputation as a trusted conservation voice.
- Working with the Board of Directors and staff, determine and prioritize areas of significant natural value that should be protected and/or restored by the organization through easements, acquisition, or other means.
- Ensure the overall financial health of the organization by preparing and recommending an annual budget for Board approval. Manage personnel and financial resources within the annual budget; monitor budgetary and financial procedures to ensure that generally accepted accounting practices are being followed. Monitor management of endowment fund and investments.
- Report to the Board of Directors and serve as the principal advisor to the Board and its committees. Serve as the liaison between Board and staff. Maintain accurate and appropriate records of all proceedings of the Board of Directors.

## Professional Qualifications

### **The Executive Director should ideally embody the following professional qualifications and personal attributes:**

- A Bachelor's degree in natural resources, ecology, biology, public policy, or a related field. Advanced degree preferred.
- Ability to represent LSLT and effectively communicate the organization's mission before many audiences and in a wide range of situations.
- Demonstrated experience in developing and administering a comprehensive fundraising program including individual donors, corporate and foundation solicitation, capital campaign activities, grant-writing and management, and other revenue generating activities.
- High level strategic thinking and planning. Ability to envision and convey the organization's strategic future to the staff, board, volunteers, and donors.
- Superb writing and editing skills, proficiency in technical applications (Microsoft, QuickBooks, Teams, Zoom, etc.), and strong interpersonal and professional communication skills.
- Strong financial management skills including oversight of budget preparation and analysis, decision making, and reporting.

### **How to Apply**

Interested candidates should submit a resume and cover letter, responding specifically to the experience and qualifications required, to Margot Resto, [mresto@lowershorelandtrust.org](mailto:mresto@lowershorelandtrust.org). Refer to LSLT/ED in the subject line. No phone inquiries please. Applications received by October 16, 2023, will be given first consideration.

*Lower Shore Land Trust, Inc. is an equal opportunity employer and seeks a diverse pool of candidates in this search. Diversity is an asset essential to accomplishing their work. They value differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make employees unique. All qualified candidates are encouraged to apply.*

*All correspondence will remain confidential.*