



## Director of Public & Institutional Funding

Save the Redwoods League is looking for a dynamic **Director of Public & Institutional Funding** to oversee and implement all aspects of Save the Redwoods League's public funding and institutional foundation and corporate giving programs in support of the League's programmatic goals.

For over 100 years, Save the Redwoods League has been dedicated to protecting the ancient redwood forests so all generations can experience the inspiration and majesty of redwoods. Since its founding in 1918, Save the Redwoods League has protected more than 200,000 acres of forests and helped create 66 redwood parks and preserves for everybody to enjoy. To learn more about us, go to [www.SaveTheRedwoods.org](http://www.SaveTheRedwoods.org).

The **Director of Public & Institutional Funding** manages a Grants Program Manager and an Institutional Gifts Manager and leads the effort to identify and secure funding from federal, state and local funders, philanthropic foundations, and corporations to support projects across all program areas. As the **Director of Public & Institutional Funding**, you engage in the design and development of new funding programs to support our current and future work. Moreover, you lead the strategic efforts to establish and sustain relationships with public agency funders and philanthropic foundations and corporations, and monitors trends, policies and legislation that impact current and potentially create new funding opportunities.

***We provide excellent benefits including paid vacation, sick time, medical, dental, transit benefits, life insurance and a generous 401K!***

### Essential Duties and Responsibilities:

#### ***Management of Funding Programs***

- Designs, directs, and implements public funding and policy engagement strategies to ensure that the League has a strong voice in the development of new and ongoing public funding initiatives
- Develops and stewards' relationships with public agencies including California State Parks, Wildlife Conservation Board, California Coastal Conservancy, Sierra Nevada Conservancy, California Department of Fish & Wildlife, California Air Resources Board, California Water Board, CalTrans, CalFire, National Park Service, Bureau of Land Management, US Forest Service, regional park districts (e.g., East Bay Regional Park District) county agencies, etc.
- Elevates and integrates public and institutional funding priorities across League operations and routinely contributes to senior leadership team discussions and strategic organizational development and decision-making

- Monitors and coordinates the League's portfolio of priority public and institutional grant opportunities
- Oversees and coordinates public and institutional grant writing efforts by Public Funding Manager and Conservation Program staff and consultants
- Contributes directly to public and institutional grant writing efforts, as required
- Tracks existing and evolving legislation and policy that directly affect our mission and works closely with the President & CEO and the Chief Program Officer to develop strategies for League engagement and positioning

### ***Strategy and Forecasting***

- Develops and implements strategies for engagement with public and institutional funding partners; defines targets and tracks progress toward public and institutional funding goals.
- Coordinates internal engagement on public funding issues, including key staff participants, parameters of engagement, and scripts for engagement
- In coordination with the Chief Marketing & Communications Officer, develops strategies and crafts talking points for engagement with the media and other external audiences on issues of public funding
- In coordination with President & CEO, CPO, and policy consultants, contribute to the development of strategies for League engagement in campaigns for public funding measures at the state, regional and local level as appropriate
- Works with the Chief Development Officer on annual planning, budgeting and goal setting for public and institutional funding activities
- Forecasts, supervises and approves all expenditures in relation to budget, and responsible for forecasting and meeting revenue goals for public and institutional funding
- Develops and implements annual work plan and budget for public and institutional funding functions

### ***Team Management***

- Assists the Chief Development Officer, the Director of Public & Institutional Funding to recruit, manage, train, mentor, motivate, support and empower a strategic high-performing public and institutional funding team and various contractors
- Coordinates effective communication among all team members and between the team and League staff
- Responsible for the success of individual and team growth and performance to reach quarterly and annual revenue goals; ensure that the public and institutional funding program is highly efficient, effective, ethical, and well leveraged

### **Qualifications:**

- At least five years' experience in California conservation funding programs with record of success in generating significant commitments from public agencies, corporations and foundations
- Nonprofit land conservation experience a plus
- Demonstrated hands on experience in some or all of the following: government and institutional contracting and grant making; program development; leadership development
- Demonstrated experience in promoting conservation programs by coordinating with public agency and institutional funders
- Comprehensive understanding of California state and federal agencies and institutional funding sources

- Knowledge of current trends in conservation, natural resource protection, restoration, land management, environmental education and interpretation, and experience in applying this knowledge to set and achieve conservation funding objectives
- Strong supervisory and team management experience; ability to motivate, lead, set objectives, and manage performance of an experienced multi-disciplinary team
- Business experience developing, directing and managing multiple projects and budgets and implementing strategic program goals.
- Able to assemble, assess and organize policy and public funding information, to conduct analyses, and to report findings clearly on complex technical issues
- Ability to organize and synthesize complex scientific and technical information succinctly
- Ability to provide training, foster an environment of creativity and professional growth
- Excellent user of Microsoft Teams; SharePoint; and MS Office, and donor databases, preferably Raiser's Edge
- Demonstrated cultural competency and ability to communicate and interact effectively with people across cultures, ethnic groups, and identities; verbal and written fluency in a language other than English is desirable

#### **Working Conditions:**

- Frequent travel predominantly within California.
- Some weekend and evening responsibilities.
- Valid driver's license and safe driving record.
- Regularly sits at a desk or computer workstation.
- Actively utilizes computers, telephones and other office equipment.
- Frequently moves about the office to collaborate with colleagues.
- Occasionally required to hike through forest land while working off-site, including walking on uneven ground, climbing over obstacles, and accessing remote locations.
- Occasionally lifts, carries, or otherwise moves and positions objects weighing up to 30 pounds.

#### **To Be Considered:**

Email your resume, a cover letter addressing why you are a great fit for this role, and your salary expectations to: [Jobs@SaveTheRedwoods.org](mailto:Jobs@SaveTheRedwoods.org) with the subject heading "**Director of Pubic & Institutional Funding**".

**NO CALLS PLEASE . . . we are busy protecting redwoods. *Thank You!***

***Save the Redwoods League is an Equal Opportunity Employer***

**Fluent English speakers who are bi-or multi-lingual, including indigenous language speakers, are encouraged to apply.**