

## **Director of Government Affairs & Public Funding**

Save the Redwoods League is seeking a **Director of Government Affairs & Public Funding** who oversees and implements all aspects of the League's public funding and public policy activities in support of the League's programmatic goals. The Director manages the League's Public Grants Program to identify and secure public funding from the federal, state and local level to support League projects across all program areas, and engages, as appropriate, in the design and development of new funding programs to support our current and future work.

Moreover, The **Director of Government Affairs & Public Funding** leads the League's strategic efforts to establish and sustain relationships with government partners, particularly funding and land management agencies and elected officials at the local, state, federal and tribal level. The Director will also monitor existing and emerging state and national policies that directly impacts the work of the League and, where appropriate, engages with public policy makers and advocates in the development, promotion, and implementation of those policies to advance the League's strategic objectives.

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).

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

### **Essential Duties and Responsibilities:**

#### **Key Duties:**

- Leads the effort to secure public funding to support the League's Program activities.
- Designs, directs, and implements a public funding and policy engagement strategy to ensure that the League has a strong voice in the development of new and ongoing public funding initiatives.
- Monitors and coordinates the League's portfolio of priority public grant opportunities. Keeps conservation program team, and other League staff as appropriate, informed of trends, priorities and opportunities on the public funding horizon.
- Oversees and coordinates public grant writing efforts by conservation program team members and consultants.
- Contributes directly to public grant writing efforts, as required.
- Tracks existing and reviews evolving legislation and policy that directly affect our mission and works closely with the Chief Executive Officer and Chief Program Officer to develop strategies for League engagement and positioning.
- Directs the work of legislative and lobbying consultants.
- Develops, maintains, and/or coordinates with other League staff as appropriate, relationships with staff and stakeholders of public agencies, tribal governments, and associated programs, including California State Parks, Wildlife Conservation Board, California Coastal Conservancy, Sierra Nevada Conservancy, California Board of Forestry, 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.

- Develops and implements strategies for engagement with public agency funding partners; defines targets and tracks progress toward public funding goals.
- In coordination with CEO and CPO, develops and implements strategies for the League's engagement with tribal governments.
- Organizes and implements legislator outreach opportunities, including testimony at hearing sessions, individual meetings, field trips, awards, etc.
- Coordinates internal engagement on funding and policy issues, including key staff participants, parameters of engagement, and scripts for engagement.
- In coordination with CEO and CPO, strategize and lead the League's engagement in campaigns for public funding measures at the state, regional and local level as appropriate in compliance with League policies and plans.
- Serves as staff lead for the Government Affairs and Public Policy Committee of Directors and Councilors, leading and managing the strategic engagement of the Committee members in government affairs issues; provides government affairs updates to Board, as appropriate.
- Works with the Chief Program Officer and other senior League staff, as appropriate, to develop organization-wide strategies in support of government relations, funding strategies and initiatives, public policy, and legislation important to the work of the League and its partners. Plays lead role in the implementation of these strategies.
- Develops and implements annual work plan and budget for government affairs and public funding functions, and ensures coordination and integration of government affairs plans, activities, budget and resource needs with organization-wide capacities and functions.

***Other Duties:***

- Manages campaign finance reporting process, including coordination with Finance Department, CEO Executive Assistant and General Counsel.
- In coordination with the Chief Communications Officer, develops strategies and crafts talking points for engagement with the media and other external audiences on issues of public funding and policy.
- Coordinates with League staff as appropriate to identify and coordinate expert testimony opportunities, enhancing the League's position as the authoritative source for all information about the redwood forest.
- Ensures government affairs program accountability and compliance with internal policies and procedures and external fiscal/legal requirements.
- Supervises Grants Program Manager, contractors and vendors, as needed

***Qualifications:***

- Committed to the mission of Save the Redwoods League
- Graduate degree in public policy, political science, or a related field preferred.
- At least five years' experience in California conservation funding programs, governmental affairs or a related field, ideally with a non-profit land conservation program.
- Demonstrated experience in some or all of the following: government and non-government contracting and grant making; government and legislative relations; program development; leadership development.
- Demonstrated experience in promoting conservation programs by coordinating with public agencies and others.

- Comprehensive understanding of California state and federal agencies and 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.
- Business experience developing, directing and managing multiple projects and budgets and implementing strategic program goals.
- Solid writing, editing, and oral communication skills. Able to assemble, assess and organize policy and public funding information, to conduct analyses, and to report findings clearly on complex technical issues.
- Excellent public speaking, presentation and written/oral communication skills.
- Ability to provide training, foster an environment of creativity and professional growth.
- Ability to work with others in a non-adversarial, professional and diplomatic manner.
- Demonstrated experience in MS Office, Word, Excel, PowerPoint.
- Commitment to the League's non-confrontation approach to conservation.

**Working Conditions:**

- Frequent travel predominantly within California; valid driver's license and safe driving record.
- Some weekend and evening responsibilities.
- 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 Government Affairs & Public 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.**