

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

Executive Director

Valley Land Fund, McAllen, Texas

The Valley Land Fund is a 501(c) (3) non-profit land trust based in McAllen, Texas, and is looking for an Executive Director to manage the organization's day-to-day operations and land protection program.

The Valley Land Fund was created in 1987 with the mission to preserve, enhance and expand the native wildlife habitat of the Rio Grande Valley through education, landownership and the creation of economic incentives for preservation. The Valley Land Fund currently owns and/or oversees 10,000 acres of private wildlife habitat and is embarking on a very aggressive effort to increase the amount of protected land through better planning, partnerships, and public awareness.

The Valley Land Fund initiated a wildlife photography contest in 1994 and this program has been one of the hallmarks of this organization. This photo contest has generated great interest among conservationists, landowners and photographers. In 2009, a new board emerged with the desire to focus on the conservation goals of the organization. This board recognizes the need to reassess its management plan and organizational priorities. The new Executive Director will have the challenge and opportunity to shape the future of The Valley Land Fund in cooperation with willing landowners for the benefit of current and future generations.

The Valley Land Fund is looking for an experienced leader with proven management, fundraising, marketing and complex transactional skills, who is passionate about the outdoors.

JOB DESCRIPTION

The Valley Land Fund (VLF) seeks an experienced leader with vision and passion in land conservation with a background of accomplishment to develop and maintain all aspects of a comprehensive operation and land conservation program in South Texas. The Executive Director will work with an active Board of Directors and is responsible for day-to-day administration of the VLF. The Executive Director serves as the public face of VLF and is responsible for ensuring the VLF's legal and ethical obligations as a charitable organization, partner, and property owner.

SPECIFIC DUTIES

- Manage staff, contractors and volunteers
- Cultivate and manage land conservation transactions
- Negotiate conservation easements, acquisitions and other complex conservation strategies
- Develop and implement stewardship programs
- Track and analyze conservation project areas and individual projects

- Coordinate regular communications with Board Members, preserve owners, VLF members, and the public
- Identify and prioritize program opportunities
- Oversee fund raising, grant writing, and strategic planning efforts in cooperation with the Board, Development Committee, and other staff members
- Cooperate with funders, government agencies, and other organizations (partners) that share the VLF's purpose
- This high profile job requires travel throughout the Rio Grande Valley, South Texas and occasionally beyond

BASIC REQUIREMENTS

- Bachelor's degree in natural science, political science, environmental policy, business management or other relevant field
- Minimum three years successful, applicable experience
- Demonstrated knowledge of land conservation methods and experience with government agencies
- Excellent interpersonal communication skills required
- Superior persuasive writing skill required
- No less than 2 years fundraising experience
- Strong analytical skills including the ability to manipulate, analyze and interpret technical data
- Demonstrated computer skills including ability to determine programmatic hardware and software needs; ability to use technology to market and support the organization, including social networking approaches

SALARY

Competitive salary commensurate with recent experience and demonstrated fundraising ability. Salary, benefits and possible relocation allowance to be negotiated.

APPLICATION PROCESS

- Send cover letter, and current resume along with three references to:
EDsearch@valleylandfund.com
- Deadline for applications is 12 noon, Wednesday, February 17, 2010
- Applications must be typed and may be e-mailed to the above address or sent to:

The Valley Land Fund
2400 N. 10th St., Suite A
McAllen, TX 78501