

**Job Opportunity
Executive Director
Lake County Land Trust
Lake County California**

The Lake County Land Trust (LCLT) is seeking a dynamic, community oriented full-time Executive Director. The Executive Director oversees all aspects of the organization including land acquisition, land stewardship, tribal and community engagement, staff management/professional development, financial management, fundraising, and development.

The Executive Directors, working with an enthusiastic and dedicated Board of Directors, is expected to:

- Lead and expand LCLT programs of land conservation and stewardship.
- Function as the lead public interface for the LCLT to build relationships with the Pomo Tribes of Lake County, our communities, other agencies, and nonprofits.
- Actively work to ensure the financial wellness of the LCLT by increasing membership, fundraising, grant writing, developing and monitoring the annual budget, and event planning.
- Lead the LCLT in strategic planning, manage a dedicated staff, oversee operations and programs while balancing resources.

The position location is in Upper Lake, Lake County, California, a small rural agricultural community with outdoor recreation and tourism focused businesses. For complete information please go to the LCLT website: www.lakecountylandtrust.org.

Organizational Overview

The Lake County Land Trust is a 501c3 nonprofit land conservation organization. The Executive Director reports to the Board of Directors. There are 2 additional support staff. LCLT has a dedicated group of volunteers who help steward the fee owned properties, easements, and a preserve co-managed with the Big Valley Band of Pomo Indians.

Lake County contains one of the most ancient lakes in North America and the largest natural lake in California, Clear Lake. Clear Lake and its watersheds are ecosystems in need of protection and restoration for fish, other wildlife, and native plant communities. Our top conservation priority is wetlands around Clear Lake. Check out our complete Conservation Priority Plan here: <https://www.lakecountylandtrust.org/about-us/conservation-priority-plan>.

Required Qualifications:

- A work history and experience in fund development, organizational management, and a history of community engagement.
- A desire to liaise with local tribes. LCLT is protecting lands that are the ancestral homes for many of the Lake County Pomo tribes and we are committed to working with them on restoration and protection projects.
- Understand natural resource management and conservation goals.
- Either proficient or willing to be trained in technologies and software such as ArcGIS.

- Experience with websites, social media, and email using data bases and QuickBooks.
- Comfortable in public speaking and verbal and writing communication skills.

Preferred Qualifications:

- College degree in associated field of study.
- Experience as a Director or other comparable leadership role in a non-profit.
- Experience building a small organization.
- Experience developing and supporting a Board of Directors.

Compensation: This is a full-time position starting at \$40 per hour. Benefits include a \$400 monthly health insurance contribution. The compensation includes two weeks of personal time off per year, accrual based on hours worked. Compensation could be increased corresponding to the growth of the Lake County Land Trust. This position is fully funded for two years; continued employment is dependent on additional grant and contract income.

How to apply

To apply please send resume, references with contact information and a letter of interest to Lake County Land Trust, C/O 9240 Tenaya Way Kelseyville, CA. 95451 or email Val Nixon at 4val944@gmail.com

Our Mission: The Lake County Land Trust protects land and water resources of important value on behalf of present and future generations. We work to sustain our county's environmental, scenic, cultural, and historical integrity.