



*Preserving Our Agricultural, Historical And Natural Resources.*

## **Executive Director**

### **Nebraska Land Trust**

Lincoln, NE

Full-time, with an annual salary range of \$90,000 to \$130,000 based on experience. Benefits include a SIMPLE IRA retirement plan and flexible PTO in addition to 13 holidays identified by the State of Nebraska.

### **Lead a small team that achieves big things for conservation in Nebraska!**

The Nebraska Land Trust (NLT) was formed in 2001 to serve private landowners who want permanence for agricultural, natural and historical resources on their land, places with stunning views, wildlife, productive agriculture, woodlands, prairies, clean water, historic sites and opportunities for outdoor recreation. Using voluntary land protection agreements known as conservation easements, NLT has partnered with private landowners to permanently conserve more than 47,000 acres, from the lower Platte Valley to soaring buttes studded with pines in northwest Nebraska. For more information on NLT, please visit our website at: [www.nelandtrust.org](http://www.nelandtrust.org)

### **Position Description**

The Executive Director is the Senior Staff Person for the Nebraska Land Trust and is responsible for the full range of land trust activities. This includes but is not limited to; development of programs; considerable interaction with landowners, public officials, news media, and the public; administration that builds a strong organizational structure; accounting for income and expenditures; budgeting; community outreach and education; development of financial support; training and supervision of other staff; vision and planning; and maintenance of an office.

### **Essential Duties**

- Develops and maintains a strong, open, respectful working relationship with supporters, landowners, and the Board of Directors.
- Assists the Board in the development of policies, priorities, programs, and budgets.
- Carries the responsibility for implementation of policies, priorities, programs, and budgets.

- Educates landowners, public officials, real estate professionals, and the public about conservation easements and opportunities for private land protection.
- Works with landowners who want to conserve natural, historical, and agricultural resources on their land in perpetuity.
- Solicits financial support from individuals, foundations, and government entities, to fund the annual budget, purchase of conservation easements and long-term stewardship responsibilities associated with upholding conservation easements in perpetuity.
- Works in concert with the Board of Directors and staff to maintain status as an accredited land trust.
- Works with bookkeeper and accountants to ensure preparation of accurate, timely, and yearly financial statements.
- Works with the Board of Directors to develop, implement, and update 5-year Strategic Plans.
- Prepares and disseminates all meeting agendas, quarterly written progress reports, and announcements to the Board of Directors.
- Builds partnerships that pursue win/win conservation scenarios in the state.
- Represents Nebraska Land Trust in state, regional, and local conservation efforts, as well as governmental venues and the media.
- In concert with the Stewardship and Communications Directors, maintains communication with the Board of Directors, supporters, landowners, public officials, and others who may have an interest in the organization and its progress, through dissemination of informational and educational materials.
- In consultation with the Board Development Committee, identifies, recruits, and nominates potential new board members.
- Employs, supervises, discharges, evaluates, assigns responsibilities to, and establishes compensation for all other staff of the land trust, in consultation with the Executive Committee.
- There will be a significant amount of driving throughout the state of Nebraska, as well as travel to regional and national conferences.

## **Qualifications and Experience**

- A bachelor's degree.
- At least five years recent experience in a conservation organization or related field.
- Demonstrates a sense of vision for the mission of the land trust.
- Has a working knowledge of local and state government, including legislative processes.
- Ability to review and critically appraise program proposals and complex conservation issues.
- Has a working knowledge of Nebraska's environment, history and agriculture.
- Strong communications and public relations skills coupled with the ability to influence others in a positive manner.
- Ability to establish and maintain strong working relationships with others.

- Considerable leadership skills for the management and implementation of programs.
- Ability to present ideas effectively, verbally and in writing.
- Considerable working knowledge of accounting and finance as they relate to the fiscal and financial obligations of the organization.
- Working knowledge of computers, especially Word, email, Power Point, and spreadsheet programs.
- Ability to supervise staff in a manner conducive to efficient performance, production, and high morale.
- Possession of a valid driver's license and access to a vehicle.

The preceding qualifications are guidelines and may not be required of all candidates. Other combinations of education and experience could provide the necessary knowledge, skills, and abilities to perform this job.

**Please email resume to:**

Dave Sands, Executive Director

[dsands@nelandtrust.org](mailto:dsands@nelandtrust.org)

**Applications will be accepted through January 15, 2024. All applications are confidential until a selection is made.**