



## **American Whitewater Executive Director**

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### **About American Whitewater**

American Whitewater is a national nonprofit 501(c)(3) river conservation organization founded in 1954 with approximately 6,500 members and 100 local-based affiliate clubs, representing whitewater enthusiasts across the nation. American Whitewater's mission is to protect and restore America's whitewater rivers and to enhance opportunities to enjoy them safely. The organization is the primary advocate for the preservation and protection of whitewater rivers throughout the United States, and connects the interests of human-powered recreational river users with ecological and science-based data to achieve the goals within its mission.

### **Position Detail**

American Whitewater seeks to hire a new Executive Director to lead our organization in fulfilling its mission and goals. The Executive Director is charged with managing and building the organization – through fundraising, enhancing credibility and visibility with the public and the media, financial oversight and budget expansion, and cultivating new and existing organizational opportunities. The Executive Director will provide oversight for staff, empower staff to work effectively, and support a positive work environment.

In recent years, American Whitewater has had great success in achieving programmatic goals, building a talented staff, and developing reliable funding. The organization is well situated for a smooth transition to new leadership, which will help the organization continue to grow and become even more effective.

The Executive Director reports to the Board of Directors, which includes an Executive Committee. The Executive Director position is a full-time role classified as exempt from FLSA overtime requirements. Location is flexible, with a preference for geographic regions where the organization is focused.

### **A successful Executive Director will have:**

- Relevant experience in nonprofit management and governance
- Relevant experience in nonprofit fundraising, grant writing, and fiduciary planning
- Familiarity with and personal investment in river recreation and protection
- Understanding of complex considerations regarding river recreation, safety, access, and conservation
- Strong written and oral communication skills
- Skills and motivation to work with people – staff, board members, major donors, partner organizations, and volunteers
- Ability to work and manage staff remotely
- Ability to travel for events and in person meetings.

## Work responsibilities:

The Executive Director is the chief executive officer with strategic and operational responsibility across the organization's staff, programs, mission, annual goals, fundraising, and administration.

- Organizational programs
  - Oversee all organizational programs
  - Engage staff in work planning to achieve organizational goals
  - Identify new areas of work to support the mission of American Whitewater
  - Identify, track, measure, and analyze key performance indicators tied to program evaluation, funding, and other organizational objectives
  - Evaluate benefits and risks of strategies, including legal actions and public events.
- Management
  - Manage, lead, and support staff; provide clear expectations and ensure accountability
  - Recruit, retain, support, and manage high-quality staff, consultants, and contractors
  - Develop, maintain, and support a strong Board of Directors; communicate with Board of Directors, including holding monthly executive committee meetings and board meetings
  - Establish and execute sound organizational systems, processes, policies, procedures, and recordkeeping following the strategic plan
  - Establish a kind, responsive, and open atmosphere with staff across the country and with partners, donors, members, vendors, and other constituents
- Development
  - Develop annual budget with the Finance Director and board Treasurer
  - Operate within approved budgets, maximize resource utilization, and generally ensure sound fiscal management.
  - Raise funds through foundations, grants, events, outdoor industry partnerships, and major donors
  - Work with staff to maintain current relationships with donors, industry partners, and foundations, and identify new sources of funding
  - Keep budgetary, financial, and project records in a systematic manner sufficient to enable the easy transfer of responsibilities, and understanding by the Board or third parties.
- Communications
  - Serve as the primary spokesperson for American Whitewater
  - Proactively advocate for the organization and mission through omnichannel outreach, including public speaking, media, and marketing.
  - Communicate with members, volunteers, major donors, and other nonprofit organizations within the coalitions American Whitewater has joined

## **Diversity, Equity and Inclusion**

American Whitewater strives to be a model of diversity and inclusion. Our directors, staff, volunteers and members reflect a diverse group, inclusive of different races, ethnicities, genders, sexual orientations, abilities and many other characteristics.

We respect, value and celebrate the unique attributes, characteristics and perspectives that make us each individuals. We also believe that bringing diverse individuals together allows us to collectively and more effectively address the river stewardship issues we face. It is our aim, therefore, that our partners, strategies and investments reflect these core beliefs.

Recognizing that our diverse membership, staff, partners, and stakeholders are the greatest asset we have, the new Executive Director will work to reinforce a culture of inclusion, which is critical to our reputation and stewardship success.

## **Compensation and Benefits**

- Past position salary is shown on American Whitewater's Form 990 and offers will be competitive and commensurate with experience in the range of \$100,000 to \$130,000
- Benefits include significant employer 403(b) contributions
- Paid vacation and sick leave provided
- Some home office and all travel expenses covered

## **To apply**

Please submit a resume and cover letter to **[employment@americanwhitewater.org](mailto:employment@americanwhitewater.org)** with the subject heading "Executive Director Application." This position will remain open until filled. Interviews may start by early April 2022. Target employment date is June 2022. For more information visit <https://www.americanwhitewater.org/employment>