



CENTER DIRECTOR, GRANGE INSURANCE AUDUBON CENTER

Note: All applications are made through Audubon's online system:

<https://careers-audubon.icims.com/jobs/2660/center-director%2c-grange-insurance-audubon-center/job?mode=view&mobile=false&width=900&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240>

Overview

Now in its second century, Audubon is dedicated to protecting birds and other wildlife and the habitat that supports them. Audubon's mission is engaging people in bird conservation on a hemispheric scale through science, policy, education and on-the-ground conservation action. By mobilizing and aligning its network of Chapters, Centers, State and Important Bird Area programs in the four major migratory flyways in the Americas, the organization will bring the full power of Audubon to bear on protecting common and threatened bird species and the critical habitat they need to survive. And as part of BirdLife International, Audubon will join people in over 100 in-country organizations all working to protect a network of Important Bird Areas around the world, leveraging the impact of actions they take at a local level. What defines Audubon's unique value is a powerful grassroots network of nearly 500 local chapters, 22 state offices, 44 Audubon Centers, Important Bird Area Programs in 46 states, and 700 staff across the country. Audubon is a federal contractor and an Equal Opportunity Employer (EOE).

Position Summary

Reporting to the Vice President, Gulf Coast and Mississippi Flyway, with oversight by the GIAC Stewardship Board, the Center Director at Grange Insurance Audubon Center (GIAC) of Columbus, Ohio, will have four core functions: manage all GIAC operations; serve as the lead spokesperson and community outreach ambassador on behalf of the Center and Audubon; lead fundraising for the Center's programs, facilities and operations; and participate as an active and productive member of Audubon's Mississippi Flyway senior management team as convened by the flyway Vice President.

The Center Director, therefore, plays an important role in carrying out the mission of Audubon in Ohio on behalf of the National Audubon Society, collaborating with the key partners – the Columbus & Franklin County Metro Parks, the City of Columbus, and the Columbus Audubon Chapter – as well as members, volunteers, and other partners, in concert with flyway and national leaders. The programs to be developed and managed in conjunction with relevant stakeholders will include elements of all Audubon's core approaches to conservation – education, science, public policy, and direct habitat management.



Essential Functions

Leadership and Staff Management

- Provide dynamic, collaborative leadership for the Center’s mission, strategy, core program areas, and operating departments consistent with National Audubon’s strategic plan.
- Oversee all operational aspects of the Center facilities, budgets, and programs; hire and effectively manage staff.
- Maintain an excellent working relationship with the Center Stewardship Board, while also building Board capacity and engagement.
- With staff, help grow an active volunteer and intern program and adhere to National Audubon Society guidelines.
- Involve staff, the Stewardship Board, and key partners in developing measurable goals and action plans, as well as a process for monitoring and assessing progress.
- Preserve and cultivate a culture of mutual respect, individual initiative, collegiality, and diversity; collaborate with staff to identify and implement best practices and evaluate outcomes, where applicable.

Fundraising and Budget

- Work with the development and finance staff, in concert with the GIAC Stewardship Board, to develop and deliver required budgeting and financial reporting.
- Create and implement a financially sustainable development plan for the Center that cultivates and maintains relationships with current donors while identifying and expanding new funding sources.
- Enhance existing sources of earned income, including program revenue, camp and school program tuition, sales, rental income, admissions, etc.
- Seek new revenue opportunities, write grants, ensure grant reporting and compliance; assist with and staff special fundraising events at the Center.

Marketing and Community Outreach

- Work with Audubon staff, GIAC Stewardship Board and constituents to develop and implement a marketing and promotions plan for the Grange Insurance Audubon Center and its programs.
- Develop and deliver effective oral and written presentations and serve as GIAC’s spokesperson with the media.
- Develop and enhance relationships with local environmental and other community leaders, organizations, and stakeholders.
- Effectively and enthusiastically communicate the case for support of the Center’s program at community and fundraising events.



Program Development and Implementation

- Oversee the development and implementation of programs in Columbus that reflect and contribute to the overall NAS strategy, and Mississippi Flyway Initiatives, most specifically those relating to conservation of the Mississippi River watershed, the Great Lakes, our changing climate and the birds and habitats dependent on it, and including fulfilling the ambition of making Columbus a model bird-friendly community.
- Work closely with Audubon's science staff to expand Grange Insurance Audubon Center's conservation activities.
- Manage and promote the Conservation Classroom program and other on-site educational and outreach programs that contribute to the mission of the National Audubon Society.
- Evaluate the effectiveness of GIAC's Programs and provide regular updates and reports to the GIAC Stewardship Board as needed.

Land and Facilities Management

- With staff and in accordance with partner agreements, oversee habitat management projects that enhance habitat for birds and other wildlife on Audubon and partner properties.
- With staff and in accordance with partner agreements, monitor and maintain trails and facilities, anticipating and remedying deterioration, and possible safety problems to provide for visitor needs.
- Maintain the integrity of the green construction and LEED certification of the Center.

Qualifications and Experience:

- Bachelor's degree in Biology, Education, Non-profit Management, Environmental Studies, or related field required; Master's degree preferred.
- Five years progressive leadership experience in multi-function nature centers, science museums, research centers, or field studies programs, to include staff, budget, and program management.
- Demonstrated success in fundraising and working with diverse funding sources.
- Demonstrated ability to partner with key stakeholders, such as boards, donors, government leaders, and other staff.
- Interest and knowledge of environmental issues and the natural world.
- Knowledge of the public education system and the relationship of formal and informal education.
- Ability to think strategically and creatively, while managing multiple tasks, meeting deadlines and operating in a dynamic, fast-paced environment.
- Project management experience, including managing budgets, database management and analytics, grants, contracts and completing reports.
- Current working knowledge of social media and its place within advocacy or non-profit arenas. Online community management and network building experience a plus.
- Strong organizational and relationship building skills, excellent attention to detail.
- Excellent interpersonal, written and communication skills, and ability to work as part of a team.



- Proven ability to inspire staff and volunteer leaders to build and rally support for a common conservation vision.
- Self-motivated and willing to work in a flexible, non-structured environment.
- Willing to work evenings and weekends as the job demands.
- Must be available for overnight travel and have valid Driver's License.

