**American Bird Conservancy Job Description**

**Great Lakes Regional Director**

**Position Summary:**

Title: Great Lakes Regional Director

Supervisor: George Fenwick, President

Location: TBD – Either Wisconsin, Minnesota, or Michigan

Date: December 2015

**Introduction:**

This is a full-time position with American Bird Conservancy (ABC). The Great Lakes Regional Director is responsible for leading or coordinating ABC conservation programs and projects in the Great Lakes region, fundraising, and building high level relationships with public and private partners and conservation stakeholders. The Great Lakes Regional Director is supervised by the President, and also supervises ABC staff and contract positions in the Great Lakes Region. Currently, ABC employs six foresters in the Great Lakes region and the Director would have direct supervision for three of these staff. The Director will also help oversee the forest management grants in the region. This position also works closely with theChief Conservation Officer, Director of North American Birds and Habitats, and

Migratory Bird Program Director.

This position requires the Director to gain knowledge of all ABC programs and structures. There is a great deal of contact, in person, and by telephone and correspondence, with the public, government agencies, companies, and potential and existing donors. This work requires initiative, excellent supervisory skills, experience in getting on-the-ground results for bird conservation, strong selling and writing skills, ability to multi-task and work in a team, and attention to detail.

**Primary Duties:**

1. Lead efforts to develop and implement priority bird conservation programs and projects in the Great Lakes to get measurable results.
2. Supervise all ABC staff and contract positions in the Great Lakes. This includes training, mentoring, developing work plans, and regular contact to assess progress against goals.
3. Raise funds from regional funding sources for the program in coordination with the Development Division.
4. Develop excellent working relationships with all of the major conservation stakeholders and funders in the Great Lakes including federal and state agencies, forest companies, and conservation organizations to advance bird conservation.
5. Develop annual plans and budgets for the Great Lakes as part of ABC’s annual planning process.
6. Provide regular content on Great Lakes bird conservation to ABC’s Communication team for use on our web, social media, publications and press releases.
7. Other duties as assigned.

**Position Requirements:**

1. A bachelor’s degree and at least seven years work experience in development, forest management, forestry or other appropriate combination of education and experience.
2. Ability to work independently, efficiently, accurately, and keep deadlines.
3. Ability to work with a wide range of people at all levels.
4. Exceptional selling, communications, and problem-solving skills, in person and in writing.
5. Demonstrated ability to strategically plan annual and long-term programmatic goals.
6. Knowledge of the Great Lakes Region preferred.
7. Willingness to travel.

Please send cover letter and resume as one document to:

[hr@abcbirds.org](mailto:hr@abcbirds.org)

Applications due by 12/23/2015