



JOB ANNOUNCEMENT

Job Title: Director of Education
Department: Education Department
Reports to: Executive Director
Classification: Full-time, Exempt
Compensation: \$55,000 - \$70,000 DOE plus health and retirement benefits

About the Audubon Society of Portland

The Audubon Society of Portland has been a leading voice and force for Oregon conservation for over a century. Through conservation advocacy, environmental education, our wildlife rehabilitation center, and other programs, we promote the understanding, enjoyment, and protection of native birds, other wildlife, and their habitat. We are located on a 150-acre wildlife sanctuary in Forest Park, just minutes from downtown Portland. We are an independent nonprofit with more than 15,000 members and 450 regular volunteers, and are the largest independent chapter of the National Audubon Society. Additional background regarding our extensive education, advocacy, wildlife rehabilitation and habitat programs can be found at www.audubonportland.org.

Our Education Department & Director Opportunity

The Audubon Society of Portland seeks an experienced manager, environmental educator, and leader to lead one of the most highly regarded and influential environmental education programs in the Pacific Northwest. The department offers a broad array of fee-based as well as free programs for youth and adults. With a full-time staff of seven, a seasonal team of twenty-five, and dozens of committed volunteers, the education department's programs directly engage more than 15,000 youth and adults annually, with affiliated programs reaching many thousands more. The departmental budget approaches \$1 million annually, is stable with substantial growth opportunity, and is funded primarily through fee-based programs with limited foundation and donor support.



Our youth programs include spring, summer and winter break camps as well as school-based programs and Outdoor School programs at our Marmot Cabin facility near Mount Hood. We provide [Explorador Community Camps](#) programming free of

charge in partnership with community development corporations, and offer an extensive training and internship program for a diversity of youth aged 16-20 through our TALON program. Our adult and family programs range from local field trips and free bird walks to master birding classes and [world-class ecotours](#) from Oregon's Klamath and Malheur Refuges to renowned birding locations across the globe.

Portland Audubon's long-range strategic plan, to be completed in April, 2017, will prioritize collaborative opportunities to engage more diverse communities throughout the greater Portland region. It will also call for infusing fundraising and conservation priorities as appropriate within our education programs. We seek a manager capable of leading our programs in this expansive and more inclusive direction: including opportunities beyond fee-for-service, increasing collaboration with diverse partners, and working cross-departmentally.

Primary Responsibilities:

- Lead the department's efforts to inspire and engage an increasing diversity of people with the natural world. Identify and support opportunities for partnership and collaboration with a diversity of organizations.
- Oversee and regularly evaluate the effectiveness, impact, and financial viability of all educational programming.
- Develop and manage departmental budget of ~\$1 million.
- Manage, support, and inspire a dedicated team of 7 full-time educational professionals, 25 seasonal staff, contract educators, and dozens of regular volunteers.
- Represent the Education Department for the greater community, including donors, foundations, and a diversity of stakeholders.
- Serve as liaison to the board Education Committee, supporting efforts to inform the board of programming, impact, needs, and mission alignment.
- Lead efforts to work across programs, integrating philanthropic and conservation objectives within Education Department programming.
- Support the professional development of staff.

Preferred Qualifications:

- At least five years experience managing teams.
- Passion for environmental education and the mission of Portland Audubon, including at least five years of experience in environmental education and/or education science. Birding expertise preferred but not required.
- Demonstrated commitment to equity and environmental justice.
- Experience working with diverse communities, and building collaborative partnerships.
- Demonstrated enthusiasm for the field of management, including team and business development, strategic planning, program evaluation, and financial management.
- Proven experience developing, writing and managing grants and raising program funds.
- Excellent communication and writing skills.
- Ability to travel on occasion, across Oregon and beyond.
- Ability to work evenings and weekends on occasion, as job responsibilities demand.
- Ability to manage a multitude of tasks, competing interests and deadlines while remaining professional and pragmatic.

Application:

Audubon Society of Portland does not discriminate on the basis of race, creed, sex, sexual orientation, age, religion, marital status, national origin, political affiliation or mental or physical handicap. Candidates of color are strongly encouraged to apply. Audubon Society of Portland is committed to building a diverse and inclusive environment, reflecting the diversity of our community in its board, staff, volunteers, and members; ensuring its internal culture, business practices, and programs are welcoming and advance its diversity goals; and empowering people to make positive changes in their community and environment. The position is expected to serve diverse audiences and help advance Portland Audubon's diversity strategies. More background on our diversity efforts can be found at <http://audubonportland.org/about>.

To apply:

Please email your **cover letter**, **resume**, and **completed employment application*** to jobs@audubonportland.org with subject: "Education Director."

*Employment application available at www.audubonportland.org/about/jobs

Open until filled. Preference given to applications received by Monday, March 27, 2017 by 5 p.m.

