



Wyoming Outdoor Council

POSITION PROFILE  
**EXECUTIVE DIRECTOR**

Lander, Wyoming

The Wyoming Outdoor Council is seeking a dynamic and visionary leader to serve as Executive Director. As Executive Director, you will assume the reins of Wyoming's statewide conservation advocacy group, whose mission is to protect Wyoming's environment and quality of life now and for future generations and whose members envision a state with clean air and water, open space, thriving wildlife, wildlands, healthy communities, informed and engaged citizens, and high quality of life for all.





# ABOUT THE ORGANIZATION



Founded in 1967, the Wyoming Outdoor Council is the state's oldest independent conservation organization. We use Western science and Indigenous Traditional Ecological Knowledge as well as legal and policy expertise to advocate for public land, wildlife, clean air and water. We seek lasting change by striving to meet people where they are, valuing diverse perspectives, building coalitions, and practicing reciprocity. We are committed to working intentionally and respectfully with Indigenous people and Tribal governments. We hold government agencies, lawmakers, and industries accountable for decisions that threaten the land, wildlife, clean air and water we depend on. We are a steadfast and trusted conservation voice at the state legislature. We are a membership organization, and we support and empower people to be effective advocates in their communities.

We work to safeguard Wyoming's incredible wildlife habitat, defend public lands like the stunning Red Desert, curb greenhouse gas emissions and protect our world-class rivers, lakes, and streams. Our experienced policy, science and legal staff seek solutions to tough problems and make sure the public has a seat at the table wherever decisions are being made about Wyoming's quality of life. We are committed to bringing together powerful grassroots groups: rallying outdoor recreationists, hunters and anglers, tourism interests, landowners, fellow conservation groups, and others to achieve policies that safeguard Wyoming's shared backyard.



# POSITION SUMMARY

The Executive Director will be responsible for the overall strategic direction, management, and success of the organization. They will provide strategic leadership by working with the board of directors and the management team to establish long-range goals, strategies, plans, and policies. WOC's Executive Director is responsible for the day-to-day management of a dynamic, member-based organization and ensures that organizational endeavors are carried out in a manner consistent with our mission, policies, and programs. The Executive Director is the organization's lead spokesperson and most visible representative to direct WOC's policy agenda and secure financial support for the organization.

Reporting to the board of directors and directly supervising the management team (associate director, development director, and program director), this individual will thoughtfully lead a talented group of passionate people around a shared vision and strategy and provide support to see that work through.

This position is ideally based in Lander, Wyoming. Although other locations in Wyoming will be considered, the Executive Director must be willing to spend significant time at the new Lander headquarters.

## PRIMARY RESPONSIBILITIES

### *Leadership and Strategy*

- Lead and direct management and implementation of WOC's mission and strategic plan.
- Coordinate with the management team to provide oversight and guidance for program, operations, development, and communications staff and foster a culture of innovation, collaboration, equity and belonging, and accountability within the organization.
- Provide organizational leadership to ensure that each staff member has clear expectations, is engaged in their work, and has the tools needed for the job. Hire, supervise, and evaluate staff members, or oversee these activities led by other managers.
- With program director, stay apprised of emerging issues impacting public lands, wildlife, clean air/climate change, water, and Indigenous conservation.
- Lead the organization on a path to greater relevance, diversity, equity, and belonging within our staff, board, and membership.



# PRIMARY RESPONSIBILITIES, CONT'D

## *Fundraising and Development*

- In partnership with the development director, engage in fundraising activities, especially cultivation of individual donor relationships.
- Maintain and develop relationships with key foundations, and review grant proposals, financial statements, and grant reports.
- As our comprehensive 5-year fundraising campaign comes to a successful conclusion, work with the development director and the board of directors to envision and implement the next 3-5 year fundraising plan.

## *Advocacy and Communications*

- Serve as a spokesperson, effectively communicating our mission, values, and goals to diverse audiences.
- With the program director, develop and implement strategic advocacy campaigns to influence policy decisions at the local, state, and federal levels.
- Help maintain and grow external relations by networking and collaborating with partners, decision makers, and key stakeholders.
- Understand and respect the sovereign relationships the Eastern Shoshone and Northern Arapaho Tribes have with the federal government, the unique history of the Wind River Reservation, and governance structures of each tribe.
- With the communications staff, develop compelling messaging and materials to build broad awareness, raise public support, and attract and retain members.

## *Organizational Management and Board Relations*

- Oversee the organization's budget and financial operations, ensuring sound fiscal management and accountability.
- Collaborate with the board of directors to recruit and engage board members, leveraging their expertise and networks to advance the organization's mission.
- Develop and support the board of directors through service on board committees, planning and executing board meetings, and consistent communication and engagement.
- Monitor and update as needed the organization's policies and procedures for effectiveness and statutory compliance. Foster staff and board awareness of and compliance with policies and expectations.



# PREFERRED QUALIFICATIONS

- Proven leadership experience, ideally in a nonprofit organization or a related field, with a track record of strategic planning, team-building, and organizational management.
- Successful leadership of staff and/or stakeholders; ability to lead by inspiring and motivating others.
- Strong communicator with an ability to connect with diverse audiences and build and maintain strong relationships with board members, staff, donors, policymakers, and community partners.
- Ability to collaborate well with, and receive input from, a board of directors and various stakeholders.
- Excellence in oral and written communications.
- Fundraising and development skills, with an interest in donor cultivation and stewardship.
- Strong advocacy skills, with the ability to articulate complex issues clearly and effectively to a diverse range of audiences.
- Knowledge of environmental policy, legislation, and regulatory processes at the local, state, and federal levels.
- Demonstrated commitment to environmental conservation and an understanding of the unique challenges and opportunities related to Wyoming's landscapes and natural resources.

# BENEFITS & COMPENSATION

We offer a flexible, collaborative, and team-based environment and competitive compensation in tandem with an excellent benefits package. This includes health, vision, dental, and disability coverage (where WOC pays 100% of the employee's premiums); a 403(b) retirement plan with up to a 5% match, paid sick leave (up to 30 days), 15 days of vacation to start plus additional discretionary days off, 11 paid holidays; a health reimbursement account, a cell phone stipend, 12 weeks of paid family leave (available twice, after 18 months of employment); and the opportunity for 8 weeks of sabbatical leave every five years.

Salary Range: \$95,000-\$115,000, commensurate with experience.





## OUR VALUES

- We are dedicated to protecting Wyoming's environment and quality of life now and for future generations.
- In our conservation work, we lead with humility. We value diverse perspectives. We are solutions oriented.
- In our words and actions, we contribute to a respectful and equitable workplace where everyone feels a genuine sense of belonging.
- We seek creative solutions to tough problems. We are flexible and willing to change course if something isn't working.
- With kindness and honesty, we communicate directly. We respond to feedback with openness and a growth mindset.

## TO APPLY

The Wyoming Outdoor Council has retained the services of ThinkingAhead Executive Search. Please submit your resume and expression of interest to Chris Spagnola, at [cspagnola@thinkingahead.com](mailto:cspagnola@thinkingahead.com).

The Outdoor Council is an equal opportunity employer. We prioritize fairness in salaries across the organization and the scope of responsibilities may change depending upon experience. We are committed to building a diverse staff, board of directors, and an organizational culture of equity & belonging where we live our values.