



POSTING TITLE: U.S. PROGRAM DIRECTOR
Posting date: November 5 2020
Closing date: December 15 2020, or until filled

The U.S. Program director reports to the Director of Conservation Programs and is responsible for planning, implementing, and managing specific conservation projects in the U.S. portions of the Yellowstone to Yukon region.

ABOUT THE YELLOWSTONE TO YUKON CONSERVATION INITIATIVE

The Yellowstone to Yukon Conservation Initiative (Y2Y), a joint Canada-U.S. non-profit, is the only organization dedicated to conserving this 3200 km-long region. We work collaboratively with over 450 diverse partners, including governments, Indigenous communities, industry, scientists and outdoors groups to achieve our mission of, *connecting and protecting habitat from Yellowstone to Yukon so people and nature can thrive*. See y2y.net for more information.

PRIMARY DUTIES AND RESPONSIBILITIES:

Y2Y seeks a senior conservation professional for the position of U.S. Program Director. The purpose of this position is to support the Director of Conservation Programs in the implementation of the Y2Y strategic plan, and to ensure effective coordination of transboundary programmatic activities between the U.S. and other programs of Y2Y in order to maximize Y2Y's conservation impact. The general duties of the position are in a program, management, and development capacity. They include:

Program

- Lead the creation and/or updating, implementation, and evaluation of the U.S. Program plan and budgets annually, working with the U.S. team and the Director of Conservation Programs.
- Engage in the updating of the organizational strategic plan every few years and strategic discussions as they arise.
- Oversee and/or lead implementation of Y2Y programs and projects within the U.S.
- Develop and maintain a working knowledge of non-focal geographies to be able to support and occasionally speak to issues important to the Y2Y region and to support partner work.
- Increase awareness, understanding of and support for the Yellowstone to Yukon vision among decision-makers in state capitals and occasionally in Washington DC is seen as a priority.
- Identify, develop and maintain conservation partnerships with NGO's, government, researchers, Indigenous Peoples, corporations and others as appropriate to support the implementation of the plan.
- Oversee grants to on-the-ground partners.
- Promote the Y2Y vision and programs to priority audiences (e.g., conferences, communities, government agencies, partners, media, and funders).
- Represent and advocate for Y2Y priorities in writing opinion pieces and other articles, acting as a media spokesperson, and engaging in representing Y2Y in social media.

- Oversee the development and/or review of internal communication materials related to this region, including program newsletters and announcements and participate in staff meetings, board meetings and on committees.

Management

- Supervise U.S. project staff and contractors.
- Ensure transparency, inclusivity, and overall positive team approach to implementation.
- Provide strategic and operational guidance and support.
- Guide staff in the development and implementation of annual work plans and budgets, ensuring alignment with the strategic plan.
- Monitor individual and conservation program performance and facilitate continuing development of staff this position oversees.
- Work across departments and regions on broader Y2Y priorities and maintain strong working relationships across the organization.
- Participate in Y2Y's Program and Science Leads Team working on organizational cross-cutting challenges and opportunities.

Development

- Participate in fundraising activities (grant proposals and reports; phone calls and meetings with funders).
- Identify funding needs and develop fundraising strategies to support plan implementation.
- Coordinate with development staff to steward existing funders and to identify new funders and funding opportunities.
- Lead or oversee the development of proposals and reports.
- Lead the review of funding proposals and reports to ensure alignment with the program plan.

Ideal Qualifications

- Demonstrated experience as transparent, collaborative, and inclusive leader.
- Demonstrated ability to navigate difference and promote diversity equity, and inclusion in the workplace
- A minimum of 10 year's experience leading and implementing conservation projects, campaigns and programs or natural resources programs.
- Experience overseeing complex programs and multiple staff including budgets.
- Strong knowledge and practice of engaging with government agencies and elected officials at various levels of government.
- Working knowledge and relationships across the US portion of the Y2Y region preferred and/or strong understanding of complex conservation challenges.
- Background in environmental or political science or related field (Master's degree and/or extensive experience).
- Strong written and oral communications skills.
- Strong analytical and strategic thinking.
- Demonstrated experience and success in fundraising.
- Enjoys and has experience in working with diverse coalitions and participating in and/or leading collaborations.
- Ability to manage multiple projects and assignments, meet deadlines, and display initiative and innovation.

- An effective communicator with the ability to supervise, provide strategic direction, and mentor staff members remotely and to collaborate virtually with a team.
- Willingness and ability to travel across the Y2Y region including remote or sparsely populated areas.

TO APPLY, SEND BY E-MAIL:

A cover letter and a resume with title formats as follows:

(Last Name) (First Name) - Cover and (Last Name) (First Name) - Resume

Send to: Catherine@y2y.net

Subject: "Your Name" – Application for Y2Y U.S. program director position

Applications will be accepted until midnight December 15, 2020. No phone calls please. Applicants may be contacted before the closing date for pre-interviews.

Salary includes access to our excellent set of benefits. Yellowstone to Yukon Conservation Initiative is an equal opportunity employer and we particularly welcome applicants with diverse backgrounds and experiences to apply. The location for this position is flexible, ideally applicants are within the U.S. portions of the [Yellowstone to Yukon region](#).