



## JOB POSTING

En Español: [Haga Clic Aquí](#)

**Job Title:** Executive Director  
**Reports to:** Chair of the Board of Trustees  
**Job Status:** Full-Time, Exempt  
**Salary:** \$155,000 to \$165,000 annually

### Benefits Package:

Thorne provides a robust benefits package including health, dental, and vision insurance; short and long-term disability insurance; and life and AD&D insurance. 403B with a 3-6% matching program. Generous paid vacation, flexible sick leave and holidays. Training and development budget, generous discounts on Thorne programs for dependents, and outdoor industry pro deals.

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**Overview of Thorne:** Thorne Nature Experience is a non-profit organization committed to building Earth stewardship by providing youth with joyful, hands-on, place-based environmental education experiences that foster an emotional connection to nature. Founded in 1954, by Dr. Oakleigh Thorne II, Thorne has a rich history and has reached more than 400,000 children and adults through its core programs that include Summer Camp, Nature Kids/Jóvenes de la Naturaleza, School Age Programs, Thorne Nature Preschool, and NATURE FOR ALL.

**Culture Statement:** At Thorne, we are passionate about connecting youth to nature and building the next generation of Earth stewards. Our commitment to being leaders in our field, working collaboratively, cultivating joy, and ensuring inclusivity and justice enable Thorne Nature Experience and our staff, our community, and our planet to thrive together.

**Position Statement:** Thorne Nature Experience seeks an experienced Executive Director who, in addition to the responsibilities outlined below, will inspire, empower, and unite others to engage with Thorne toward meeting our goal of expanding access to nature and building nature connection opportunities for youth in our community.

Our ideal candidate will have proven excellence in providing leadership at mission-driven organizations by creating genuine connections with Thorne staff members, board members, funders, and our community partners. They will be passionate about our organization's mission and committed to helping Thorne Nature Experience build on its strong foundation and thrive in the future.

## **PRINCIPAL RESPONSIBILITIES:**

### **Organizational Leadership:**

- Develop high level business strategy for the organization and work with the leadership team to implement and track progress.
- Ensure annual operational plans are aligned with the strategic plan and that they are implemented to achieve strategic goals.
- Create a culture for an open dialogue around topics related to inclusivity.
- Ensure a culture that attracts, retains, and motivates a diverse staff of top-quality people.

### **Staff Management and Mentorship:**

- Lead the organization by providing guidance, support and resources that staff members need to succeed in their roles.
- Foster a positive work environment and promote teamwork and collaboration, encouraging staff members to develop and utilize their unique perspectives, expertise, and talents.
- Provide regular supervision to leadership team members, both in the form of ongoing coaching and formal performance evaluations, to ensure that they are meeting performance expectations and growing in their roles.
- Model and promote the organization's values and culture, setting a high standard for ethical and effective behavior in all interactions.

### **Board of Trustees Relations:**

- Collaborate with the Board of Trustees to ensure that the organization is fulfilling its mission.
- Ensure that the Board is kept fully informed on the condition of the organization and all the important factors influencing it.
- Assist the Chair of the Board and Executive Committee as requested in their duties, including efficient management and cultivation of an engaged Board.

### **Strategic Planning:**

- Work with the Board of Trustees and staff to develop and implement the organization's strategic plan.
- Conduct regular assessments of the organization's performance work with the board to adjust the strategic plan as needed.

- Ensure that Thorne’s programs and activities align with the strategic plan and the organization’s mission and values.

#### **Financial Management:**

- Ensure that the organization is financially sound and operates with financial prudence for long-term sustainability and within the parameters of the Board approved annual budget.
- Ensure that financial reports are accurate and provided to the Board of Directors in a timely manner, working with the Deputy Director to provide detailed financial analysis and reporting as needed.
- Collaborate with the Board of Directors and other stakeholders to identify opportunities for revenue growth and cost savings, while also ensuring that the organization remains financially stable and sustainable for the long term.

#### **Fundraising and Development:**

- Ensure that the organization raises enough funds to meet its annual goals and expand its mission reach and impact, monitoring progress toward fundraising goals and making adjustments as needed.
- Cultivate quality and lasting relationships for the organization with its top individual, corporate, foundation, and government contributors and work to identify and cultivate new major donors.
- Develop an annual comprehensive fundraising and development strategy in partnership with the Development Director to achieve revenue goals established by the Board.

#### **Community Relations and Advocacy:**

- Establish sound working relationships and cooperative arrangements with community groups and like-minded organizations.
- Serve as Thorne’s lead spokesperson and represent the programs and mission to agencies, organizations, and the public.
- Lead, or support and encourage staff to lead presentations and workshops at conferences to share the why and the how of Thorne programming and the impact that it has on participants.
- Advocate for the advancement of youth and family nature connection by sharing best practices and lessons learned through Thorne programs and operations locally, regionally, and nationally.

#### **Desired Skills and Abilities:**

- Excellence in providing senior leadership at mission driven organizations.
- Proven ability to create a working environment that attracts and retains top quality staff members who excel in their roles and receive great satisfaction from their work.
- Proven success in leading organizational fundraising efforts.

- Success in building positive working relationships and expanding collaboration with partnering agencies and stakeholders.
- Proven commitment to advancing inclusivity and equity.
- Ability to work adaptively and collaboratively with diverse audiences.
- Prior experience working for, or serving on the Board of, a nonprofit organization.
- Some Spanish language skills (fluency not required) and/or an interest in learning.
- Passion for the organization's mission and values

**Special Requirements:** Additional work time may be necessary, including occasional weekend and evening work and long hours. Position requires the ability to be at different locations throughout the workday.

**Working Conditions:** Work takes place primarily in an office setting with some outdoor meetings and activities with frequent interruptions and background noises.

**Accommodations:** Reasonable accommodation will be made to enable qualified individuals living with disabilities to perform the essential functions of this position. Thorne Nature Experience is committed to increasing diversity on its team, and we encourage all interested candidates to apply.

**Expectation for All Employees:** All employees are expected to support the Thorne mission and exhibit a commitment to working collaboratively, with integrity and respect for fellow employees, associates, and our communities while embracing personal responsibility and accountability for their jobs.

**Equitable Recruiting Policy Statement:** Thorne has a stated goal to increase diversity amongst its staff. It is the policy at Thorne to attempt to reach diverse pools of applicants throughout the hiring process by following its Equitable Recruiting Procedure. Additionally, whenever possible Thorne strives to remove any barriers that could exist to being employed at Thorne, especially if those barriers are the result of race, color, religion, sex, national origin, age, disability, marital status, veteran status, or sexual orientation.

## **HOW TO APPLY**

**Application Deadline:** Position is open until filled. We will review applications on a rolling basis and will begin contacting applicants starting on 10/28/2024.

**Start Date:** First Quarter 2025

**Application Process:** To apply, please submit a letter of interest and resume to [searchcommittee@thornenature.org](mailto:searchcommittee@thornenature.org)

**Please visit our website, [www.thornenature.org](http://www.thornenature.org) for more information about our organization.**