

# FRESHWATER

2550 University Ave Suite 212N | St. Paul, MN 55114 | 651.313.5800 | [freshwater.org](http://freshwater.org)

*We are on a mission to inspire and empower people to value and preserve water – join us!*

## Director of Programs

Full-time, Exempt – Professional

40 hours/week, with benefits

Freshwater Society is a nonprofit organization that seeks to inspire and empower people to value and preserve our water. Founded in 1968, Freshwater focuses on public education, water research and water policy. We work cross sector through a variety of programs that align to build community, professional, political, and science leadership and capacity.

Our office is located in the Court International Building just off Hwy. 280 between University Avenue and Franklin Avenue in St. Paul, accessible by Metro Transit light rail Green Line and bus service. We enjoy an open and airy workplace, and a flexible hybrid working arrangement.

In alignment with our mission, we strive to activate our organizational values in our internal and external operations:

- Safe and reliable water for all Minnesotans and everyone downstream
- Equity and inclusion of diverse perspectives
- Community-led solutions that foster equitable and durable change
- Science- and evidence-based principles as a basis for our advocacy and action
- Convening collaboratively and serving as a catalyst for constructive dialogue and change
- Teamwork, transparency, integrity, and shared leadership
- Sustainability in our operations

With a well-known and trusted brand, an experienced and networked staff, a strong Board of Directors, and a growing base of support, Freshwater is well-positioned to continue to lead action for water as a convener, collaborator, and innovator across sectors and throughout the region.

## The Position

We are seeking an energetic Director of Programs as Freshwater navigates an era of exciting growth. This position is right for a professional with experience developing, leading, and growing support for education and engagement initiatives, including existing community education and engagement and volunteer leadership programs.

Specifically, this position lives into Freshwater's organizational values in support of our mission by:

- Engaging individuals and their networks and organizations, equipping them with knowledge, connection, and confidence, so they can use these tools as leaders to define water and climate-related problems within their communities
- Building capacity within these communities for collaborative and inclusive conversations from which innovative and equitable solutions can emerge
- Supporting community-led initiatives grounded in the unique perspectives and concerns of these communities.
- Collaborating within Freshwater through connected and complementary work to not only equip people as inspiring communicators and effective actors but clear pathways to scale up and connect community action to broader systemic and policy change.
- Expanding engagement to include those who have been marginalized yet are most affected by water and climate-related issues.
- Proactively seeking funding opportunities and managing budgets.

Reporting to the Executive Director, Director of Programs serves as a key member of the Freshwater Leadership Team and collaborates as lead within the Programs team.

## **Responsibilities**

### **Coordinate Leadership in Programs (60%)**

- Provide leadership, direction, and evaluation for Freshwater's programs and initiatives including:
  - Minnesota Water Stewards
  - Adopt a River
  - Water Workforce
  - Specific community engagement and education programs and projects
  - New initiatives
- Collaborate with program managers on programs, projects, and activities
- Identify and address skills or staffing needs to fulfill program duties
- Collaborate with program staff to develop annual budgets and work plans for Freshwater's programs and initiatives
- Seek and leverage opportunities to promote Freshwater programs and initiatives – conference presentations, public meetings, community gatherings, etc.

### **Invest in Engagement (20%)**

- Identify and foster positive working relationships in the public and private sectors, including outreach to culturally diverse populations.

- Attend meetings and events with partners and community members to connect and identify needs Freshwater can support.

### **Pursue Funding Opportunities (20%)**

- Search for and submit grant and funding applications with funders, foundations, and partners.
- Build collaborative teams to pursue funding, as needed.

## **Experiences and Qualifications**

We are looking for an energetic leader with an eye for detail as well as the ability to think and communicate the bigger picture strategically. This position also requires the ability to track several projects simultaneously and prioritize them effectively.

### **Necessary Experiences:**

- Bachelor's degree or equivalent
- Leadership in building and/or participating in interdisciplinary, integrated, and supportive teams
- Program development and implementation, including program, project, and budget management
- Community engagement
- Ability to communicate effectively both verbally and in writing.
- Convening, networking, and interpersonal skills

### **Personal Qualities:**

- Commitment to developing cultural competence and increased understanding and practices to advance equity and inclusion
- Ability to think creatively and strategically.
- Able to effectively use and analyze data to support strategic decisions.
- Exhibit a high level of personal integrity.
- Exhibit innovation and flexibility
- Work well with, and be responsive to the needs of, internal staff and external partners.
- Manage multiple and simultaneous priorities effectively to meet deadlines and demonstrate multi-tasking skills.

### **Preferred Experiences:**

- Multi-sector work: research, government, community, public sector, and private sector.
- Outreach to geographically and culturally diverse populations.
- General nonprofit budgets and finances.
- Grant writing, management, and reimbursement.
- Reviewing and administering contracts

## Salary & Benefits

The Director of Programs position is exempt and full-time with a pay range of \$87,500 to \$101,000, dependent on experience (benchmarked against the Minnesota Council of Nonprofits Salary & Benefits Survey). Benefits include health and dental insurance, a 401(k) plan, a 125 plan, paid time off, and the ability to work in hybrid role. This position is open to all geographies beyond the Twin Cities Metro area, noting that some travel and in-person meetings will be required. The anticipated start date is October 2024.

## How to Apply

Please send a resume, cover letter, and names, emails and phone numbers for three (3) references to Michelle Stockness [mstockness@freshwater.org](mailto:mstockness@freshwater.org) by end of day Monday, September 23, 2024.

*Freshwater Society is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.*