

Position Description
Director of Forest Programs
Concord, NH



Title: Director of Forest Programs
Job type: Full Time exempt, 40 hours a week
Reports to: Vice President
Supervises: Up to three direct reports
Location: Concord, NH or remote with regular travel to Concord

Founded in 1997, the Northern Forest Center (the Center) works across the 30-million-acre Northern Forest region of New York, Vermont, New Hampshire and Maine, delivering innovative approaches to community economic development and forest stewardship. We bring collaborative leadership, new ideas, and expertise in project management, program delivery, investment, and public policy to the task of rebuilding the region's economy and revitalizing its communities.

The Northern Forest is at a critical inflection point. Climate change, ever-dynamic markets for forest products, divergent views of forest management, and a public increasingly disconnected from forests compel the Center to advocate for a holistic approach that includes the forest, the economy, societal benefits, and the communities that rely on it. We seek to play an active role in elevating and amplifying the importance of connection to the land, the value of stewardship, care and conservation, the value of forest-based industries and forest products, and the integrated approaches needed to ensure the forest's health into the future.

The Center seeks an experienced professional with a passion for the forests and forest economy of Maine, New Hampshire, Vermont and New York to join our team as the Director of Forest Programs. Working closely with the Vice President, a four-person forest program team, and external partners, the Director will lead the development and implementation of Center forest programming, which includes direct delivery of programs and demonstration projects to grow forest-based businesses and deepen forest stewardship in the region, messaging and communications, and policy and advocacy on the local, state and federal levels.

This position requires an individual who thinks holistically about the ecological and economic future of the rural Northern Forest region, and who thrives on complexity, responsibility, and a fast pace.

See more about our work at the Center on our website: www.northernforest.org.

Responsibilities

Primary responsibilities are as follows:

- Program development and implementation. Shape and evolve the strategic direction for the Center's forest programs as part of the program leadership team.
 - Through mid-2025, this responsibility will include leading the development and completion of a coalition-based multi-year, >\$100 million proposal to the National Science Foundation for the [Coalition of Northern Forest Innovation & Research](#)
 - Lead development and oversight of annual program plans and budgets for forest programs. Oversee and support day-to-day implementation of projects, to include a personal portfolio of work as well as projects lead by other members of the forest team.

- Advise on messaging and communications efforts based on the Center's forest stewardship beliefs.
- Cultivate funder relationships; strategize and write funding proposals and reports.
- Manage public and private grants.
- Sector relationships, coalition building and advocacy. Serve as a regional networker and advocate for the Center's forest stewardship perspectives and programming.
 - Represent the Center at diverse tables and convenings in the region, and occasionally beyond.
 - Maintain and build relationships with a broad range of partners and stakeholders.
 - Grow a regional network of aligned organizations, businesses and individuals towards a shared, holistic vision for the stewardship of the Northern Forest.
 - Support and participate in state and federal advocacy to encourage societal, political, and market support for active forest management and conservation and the use of regional wood products.
- Management and organizational development. Contribute to the Center's organizational development and culture and manage the forest program staff team:
 - Manage up to three direct reports
 - Attend board meetings, staff meetings and retreats
 - Engage and work with a variety of consultants and vendors as necessary

The above statements are intended to describe the general nature and level of work expected for this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Experience and Qualifications

We're looking for someone whose professional experience and personal ethos enables them to bring forestry and forest industry/economic development perspectives to the role. Desired professional qualifications and experience include:

- Grounded knowledge, relationships, and experience in the Northern Forest.
- 10-15 years of professional experience in forestry, forest industry, ecology, natural resource management, or a related field. Bachelor's degree or equivalent experience required. Participation in related professional associations a plus.
- Demonstrated experience leading programs and projects from ideation and strategy and budget development and delivery.
- Proven ability to manage multiple people, priorities, and projects, and adapt with evolving programs.
- Comfort and strength in writing; experience with writing and managing public and private grants a plus.
- Proficiency in Microsoft Office 365 Suite is required. Working knowledge of Asana project management software (or equivalent) is highly desirable.

The ideal candidate will operate with the highest level of integrity, be self-motivated and directed, and eager to learn from and contribute to a fast-paced, high-functioning team. We seek someone with humility, a sense of humor, and a deep sense of curiosity. Other desired attributes include:

- Strategic and cross-disciplinary thinker who can represent the breadth of the Center's programming.
- Confident question-asker and decision-maker within the context of a team, mission, and plan.
- Excellent interpersonal, facilitation and communication skills and an ability to work well and foster collaboration among a wide range of people.
- Ability and willingness to travel regularly (multiple times/month; primarily daytrips but with occasional overnights)

Compensation

Salary range of \$75,000 to \$90,000 commensurate with experience. The Center provides a full benefits package including but not limited to employer-sponsored health insurance, short- & long-term disability coverage, flexible spending and dependent care accounts, employee-directed SIMPLE IRA with 3% match, 20 paid vacation days, 12-13 paid holidays in accordance with the Federal holiday schedule, 12 days paid sick leave, and a flexible and supportive working environment.

To Apply

Applications will be accepted on a rolling basis, with candidate outreach beginning April 1st. Please submit a cover letter and resume detailing your interest and qualifications to resume@northernforest.org with the subject line "Director of Forest Programs Application."

The Northern Forest Center is committed to the principles of diversity, equity and inclusion and is proud to maintain employment practices based upon individual qualification, merits, and achievements. All decisions to recruit, hire, promote, and release from employment are made without discriminating according to race, color, religion, national origin, gender, sexual orientation, age, marital status, political beliefs, or disability.