



## **Groundwork USA Executive Director JOB POSTING**

### **Introduction and Background**

Groundwork USA is seeking a dynamic, entrepreneurial, and collaborative individual to be its next full-time Executive Director.

A national enterprise with local roots, Groundwork USA is the only national network of local organizations dedicated to creating healthy, resilient neighborhood environments in low-resource communities through meaningful community engagement and collaboration. Local Groundwork affiliates, called “Trusts,” are community-based organizations that transform neglected land and waterways into community assets while building community capacity to effect change. Groundwork USA supports this dynamic network and advances climate justice and equitable development initiatives through national technical assistance and learning network programs for local practitioners.

Groundwork USA launched in the late 1990s through a partnership between the National Park Service and the US Environmental Protection Agency and today, twenty-one Groundwork Trusts operate in over thirty cities across the country, representing more than 6.6 million residents living in environmentally neglected urban areas. Through our people-centered environmental justice work, Groundwork Trusts seek to build community and connection while changing the built environment to create safer, healthier, and more resilient places to live. Through the process of changing places, we change lives and create new and better systems that keep us safe and healthy. While we share a vision and mission, each Groundwork Trust is as unique as the community they call home.

### **Over the past 20 years, Groundwork Trusts have:**

- Improved 961 acres of brownfields and/or derelict lands and 14,276 acres of parkland
- Cleaned and restored 8,300,829 feet of river habitat
- Involved 140,000 young people in meaningful service learning
- Engaged local stakeholders in over 1,100,00 hours of volunteer work
- Leveraged \$156,300,000 of public, private, and in-kind resources for environmental improvements.
- Created 4,730 jobs

Supported by national foundations and federal partners, Groundwork USA has an annual budget of approximately \$4.9M and a fully remote, national team of 12 FTEs.

Interested candidates should review our website, <https://groundworkusa.org>.

## **The Position**

Reporting to the Board of Directors, the Executive Director of GWUSA is responsible for overseeing the administration, programs, and strategic plan of the organization. The Executive Director will be responsible for nurturing, expanding, and scaling the Groundwork network while building and expanding its national policy profile and brand.

The Executive Director will be expected to lead in the following ways:

### **Organizational Leadership and Program Stewardship**

- Report to and work closely with the Board of Directors to seek their involvement in policy decisions, fundraising, and increasing the overall visibility of the organization.
- Lead strategic planning to ensure that Groundwork USA and the network can successfully fulfill its mission into the future.
- Execute the organization's strategic and operational goals, including fiscal and program management.
- Oversee program delivery to maintain the high quality and impact of national programming.
- Lead, coach, and develop Groundwork USA's management team.
- Support and foster a culture that embraces teamwork, collaboration, equity, transparency, authenticity, growth, and innovation.
- Serve as a Groundwork USA spokesperson to the organization's constituents, the media, and the general public alongside Groundwork USA's program leads.

### **Resource Development and Financial Management**

- Employ a high level of business acumen including successful P&L management; the ability to balance the delivery of programs against the realities of a budget; and problem-solving, project management, and creative resourcefulness.
- Develop the annual budget and oversee the implementation of financial management best practices.
- Expand revenue-generating and fundraising activities to support existing program operations and continued expansion of programming.

## **Network Development**

- Develop and oversee the effective support and expansion of the Groundwork Trust network.
- Develop programs to provide coaching, technical assistance, and training for leadership across the Groundwork Trust network.
- Collaborate with federal partners to co-create and lead a network expansion strategy and develop partnerships with additional federal agencies to expand programmatic opportunities.

## **Qualifications**

The Executive Director of GWUSA must be highly experienced, entrepreneurial, and collaborative to support and advance the development of this growing national network. They will report to the Board of Directors and work closely with the Trusts, NPS, EPA and key partners to lead this effort and continue growing the staff and Board to build a sustainable organization and network. The ideal candidate will have experience developing and leading an organization working at a national scale or, at minimum, across multiple municipalities. They should have a strong background in major fund development, building partnerships, organizational and fiscal management, an understanding of affiliate relations and team management, and excellent written, oral and interpersonal skills. Experience with environmental or social justice work is a priority. Knowledge of local sustainable community development, public health, engaging youth and volunteers, environmental education and job training, and environmental work such as reclamation of brownfields and derelict land, park development, natural resource conservation, watershed protection, urban forestry, food security and similar areas are a plus.

The successful candidate will bring the following professional experience and personal qualities to the position:

- Senior-level leadership experience with a proven track record of successfully building a vision for and leading, managing, and growing a department, organization, or enterprise, preferably within the environmental or social justice sector.
- Demonstrated commitment to social and environmental justice, equity, diversity, and inclusion through continuous personal and professional development and modeling inclusive behaviors.
- Experience and cultural proficiency working with politically underrepresented communities, including but not limited to, Black, Indigenous, and People of Color communities, justice-involved communities, and youth.

- Anti-racist leader, with a track record of embedding anti-racism at the organizational and programmatic levels.
- Experience building relationships and cultivating new partnerships among diverse groups, including non-profits, community organizations, businesses, philanthropic organizations, and government officials.
- Experience leading, supporting, and/or overseeing the expansion of fundraising at all giving levels, inclusive of a successful track record of managing a team; ability to retain existing and cultivate new funding sources in varied economic climates.
- Excellent strategic, analytical, and problem-solving skills with the ability to overcome challenges through the development of thoughtful and creative solutions.
- Exceptional oral and written communication, networking, and public engagement skills.

### **Office Location**

GWUSA is a fully remote organization headquartered in Yonkers, NY with a senior leadership team based in the New England area. The preferred location for this position is the greater New York City or greater Boston metropolitan area. Other locations in communities with local Groundwork Trusts (see <https://groundworkusa.org/groundwork-network/>) will be considered. This is a full-time position, but Groundwork USA is committed to flexibility in arranging work schedules to balance work and family responsibilities. Travel to Groundwork Trust cities will be required.

### **Compensation**

The expected salary range for this position is \$150-\$175,000, commensurate with qualifications. Benefits include health insurance, dental and vision insurance, a retirement plan with employer match, generous vacation, sick, and parental leave policies, and support for professional development.

### **Hiring Policy**

Groundwork USA is an equal opportunity employer, committed to maintaining and growing a diverse team, and an anti-racist organization committed to doing business in keeping with core values of relevance, equity, diversity, and inclusion

## **How to Apply**

Please submit a cover letter and resume to [edsearch@groundworkusa.org](mailto:edsearch@groundworkusa.org). Applications will be reviewed on a rolling basis beginning on August 1, 2022. Only those selected for interviews will be contacted – your understanding is appreciated.

**Candidates with backgrounds and identities connected to Black, Indigenous, and people of color, LGBTQIA+, or other historically marginalized communities are strongly encouraged to apply.**

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