



Jordan Pond Bubbles by Gerard Monteux



Natural Resources
Council of Maine

Position Guide

Chief Executive Officer

nrcm.org



Position: Chief Executive Officer

Reports to: Board of Directors

Location: Augusta, Maine

OPPORTUNITY AND POSITION DESCRIPTION

From its rocky coastlines to its rivers, lakes, and majestic North Woods, Maine would not be the place it is today without decades of protection and stewardship by the Natural Resources Council of Maine (NRCM). NRCM is Maine's premier organization and resource for critical environmental policy information, analysis, and advocacy and is broadly recognized as one of the nation's leading state-based environmental advocacy organizations. NRCM has a highly effective and respected staff that has helped achieve many significant victories throughout its 60+ year history, including first-in-the-nation laws that other states have emulated or are currently seeking to replicate. With the robust support of over 25,000 exceptionally loyal members and supporters, who not only provide crucial financial support but also serve as grassroots activists, NRCM is solidly positioned to sustain its well-earned reputation and build on its legacy of successes. This position provides a rare and exciting opportunity to work in a state where environmental protection is valued and progress is achieved year after year through NRCM's skilled advocacy.

This is also an exciting opportunity to join an organization at an important juncture. With its solid financial foundation and long list of nationally recognized achievements, NRCM has launched a new initiative to expand and deepen its connections with people and communities across Maine as it faces the challenges of climate change, pressures from building development, conflicts over natural resources, and the fragmentation of habitat. In the face of deepening political polarization, NRCM is committed to creating and maintaining broad-based collaborative coalitions as a core strategy for incorporating a diversity of perspectives in its work.

Reporting to and partnering with a 22-member Board of Directors and leading a highly professional and experienced staff of 27, the Chief Executive Officer (CEO) of NRCM is the leader of the organization, responsible for working with the Board to set the vision and strategic direction and ensuring successful implementation of the strategic plan. The CEO must be passionate about fulfilling NRCM's mission and

committed to implementing it by enthusiastically mobilizing its Board, staff, organizational partners, and members to carry it out. The CEO is NRCM's leading public spokesperson and builds, maintains, and leverages a substantial network of supporters and allies across the state and region.

The CEO should strive to maintain NRCM's leadership role among environmental advocacy organizations in Maine and its position as an exemplar for other environmental organizations across the nation. The CEO will do this by providing oversight of all aspects of the organization and generating widespread support for its mission, programs, legislative priorities, financial objectives, and strategic plan.

This is a high-profile position, requiring a dynamic and persuasive individual with exceptional communication skills to inspire, motivate, and mobilize others. A successful CEO will need to excel in building relationships traditionally and through sophisticated digital communications. This individual will be forward-thinking with an unwavering commitment to promoting diversity, equity, inclusion, and justice throughout NRCM's work. The new CEO will have the energy and enthusiasm to travel the state forging new relationships, partnerships, and collaborations in communities that have not historically been represented and with a diversity of constituents offering many different perspectives.



Appledore Island on Island of
Shoals by Robin Haddock Seeley

The CEO will have the following roles and responsibilities:

Strategic Vision

- Lead NRCM's internal and external operations and relationships using effective communications strategies that represent the values and mission of the organization.
- Work with the Board to develop and implement the strategic plan and vision for the organization.
- Together with senior staff and the Board, develop and oversee the effective execution of strategies, and lead staff in revising and refining current strategies, as needed.

Leadership and Management

- Manage and supervise the performance of senior staff to achieve programmatic and financial objectives.
- Maintain a climate that attracts and retains diverse, high-quality staff and ensure that professional development opportunities are available to staff at all levels of the organization.
- Inspire and support a highly competent senior leadership team that includes the development of a succession plan for individuals in key positions.
- Ensure that the human resource policies of the organization are kept up-to-date and implemented effectively.
- Provide leadership by example in building and maintaining a collaborative, team-oriented organizational culture that is not only diverse, but equitable, inclusive, tolerant, and respectful of differing cultures and perspectives, and where each staff member, Board member, and volunteer is encouraged to freely participate and contribute to NRCM's success.

Fundraising and Finances

- Recommend to the Board and oversee a budget that continues NRCM's legacy of financial stability by ensuring continued prudent management of expenses while developing the resources to meet current needs and future growth.
- Engage in high-level development functions, including major donor cultivation and ongoing relationship-building, with support from Philanthropy staff.
- Identify and cultivate strong relationships with private foundations and solicit foundation grants with Philanthropy staff.
- Engage Board members in ongoing and targeted fundraising activities.
- Monitor the financial condition of the organization and report to the Finance & Investment Committee and Board on relevant financial issues before each Committee and Board meeting.

Governance

- Serve as the primary liaison between the Board and staff, ensuring open communications and appropriate and adequate information flow.
- Ensure that all Board resolutions and actions are carried out as intended.
- Together with the Chair, cultivate and maintain a Board culture that supports high-level engagement in the organization and in-depth understanding of its issues, mission, and functions.
- Ensure regular, timely, and accurate reporting to the Board on all aspects of the organization, including progress toward strategic goals.
- Participate actively in professional development and in the Board's evaluation of the performance of the CEO.

Partnerships and Advocacy

- Support NRCM's program staff to advance NRCM's advocacy work by developing a strong understanding of NRCM's advocacy agenda, participating in strategy meetings, and providing an organizational voice on key issues through the media, in high-level meetings, and through communications with NRCM's members and supporters.
- Serve as a leading spokesperson, advocate, and ambassador for NRCM on issues of high organizational importance and substantial public interest, including leading the organization in navigating controversial or politically charged issues.
- Build strong relationships with other environmental, business, political, and community leaders to advance NRCM's major policy goals and maintain and strengthen relationships with the Governor, congressional delegation, legislative leaders, and key figures in regulatory agencies.
- Continue to expand the organization's membership, both numerically and geographically, reaching individuals of differing socio-economic and political backgrounds throughout Maine and beyond.
- Engage a span of generations to ensure long-term financial success and membership stability, including emphasizing the recruitment of younger members who will become the environmental champions and supporters of tomorrow.
- Provide leadership in building organizational consensus on policy and program matters by engaging Board members, obtaining Board approval as necessary or advisable, and involving senior staff as appropriate.

Qualifications

- Demonstrated ability to lead, manage, and supervise senior level staff.
- Demonstrated knowledge in a broad range of environmental issues and a respect for the particular environmental challenges facing Maine.
- Experience in developing and managing a budget of at least \$1 million.
- Demonstrated success in relationship-building and fundraising through multiple aspects of development, including major gifts.
- Familiarity with technology and current social media platforms.
- A passion for the unique qualities of Maine, its special places, and NRCM's mission, as well as a willingness to relocate, if necessary, to within commuting distance of Augusta, where NRCM's headquarters are located.

MISSION

The Natural Resources Council of Maine is a nonprofit membership organization protecting, restoring, and conserving Maine's environment, now and for future generations. For more than 60 years, NRCM has been protecting the places and ways of life that make Maine unique. We work statewide to:

- Advocate for policies and practices to help combat climate change, which already is endangering wildlife and habitat in Maine and much of the world.
- Protect the health of Maine's rivers, lakes, streams, and coastal waters.
- Promote sustainable communities through initiatives that reduce toxic pollution and waste.
- Decrease air and climate-changing pollution by increasing the efficient use of energy and the utilization of renewable resources.
- Conserve Maine lands and wildlife habitat, including the state's treasured North Woods.
- Defend the federal environmental policies and programs that help protect Maine's environment and its invaluable natural resources.



Loon and baby on Moulton Pond in Dedham by Gerard Monteux

NRCM VISION FOR MAINE

The Natural Resources Council of Maine envisions a Maine where residents from all parts of the state and walks of life are confident that successive generations will inherit a place where the water is pure, the air is clean, the forests are vibrant, and native plants and animals are protected.

NRCM envisions a Maine that has successfully addressed threats to the quality of its air, climate, water, forests, and natural habitats in a fashion that is inspiring to others who are working to protect the environment, both here and across the nation.

NRCM envisions a Maine that recognizes the impact environmental degradation has on its residents and therefore seizes opportunities for sustainable economic development.

NRCM envisions a Maine whose residents feel empowered to participate in the protection and conservation of their state's natural heritage, and who hold their elected officials accountable to this vision.

NRCM's vision for Maine is one where residents, visitors, and others look to Maine's bountiful coasts, pristine lakes, winding rivers and streams, scenic mountains, vast forests, abundant fisheries, and diverse native habitats, and know that this state will remain an extraordinary place on the planet, and a place that safeguards its people by safeguarding its environment.



Knife's Edge Mount Katahdin by
Justin Walton

ABOUT NRCM

NRCM is the premier environmental advocacy organization in Maine. It has a long legacy of environmental leadership in the state. It was founded in 1959 as a small, volunteer-based environmental advocacy group that for many years acted as a council of organizations from across the state that shared environmental concerns. Today, NRCM has 27 staff members and is the state's largest and most effective environmental advocacy organization, with more than 25,000 members, supporters and activists. NRCM is a 501 (c) (3) corporation with an annual operating budget of more than \$3 million and an endowment of approximately \$14 million. Using the power of science, citizen engagement and the law to secure new safeguards for Maine's land, air, waters and wildlife and to defeat threats to existing environmental protections, it takes on Maine's most pressing environmental threats through its several distinct programs. Keeping Maine an exceptional place to live, work, and visit is the core of NRCM's work.

PROGRAMS

Climate and Clean Energy

NRCM is a leader in advocating for policies to reduce the threat of climate change and promote renewable energy. The organization is working with Administration officials, scientists and technical experts, legislators, state agencies, community leaders, state and national environmental organizations, and many other allies to build momentum for deep reductions in greenhouse gas emissions and a rapid transition to a clean energy grid that powers Maine's businesses, homes, and transportation and heating systems.



Veazie Dam breaching, by B.Comeau/NRCM 1

Healthy Waters

NRCM plays a critical role in preventing pollution to Maine waterways and advocating for policies to improve the health of rivers, lakes, and streams and the communities, wildlife, and fisheries that depend on those waters. NRCM focuses on removal of obsolete dams that block fish migration, toxic pollution sources such as mineral mining, and watchdogging permit applications and policy proposals that could threaten Maine waters.

Forests and Wildlife

NRCM works to protect Maine's natural areas, wildlife habitat, and the undeveloped character and unique resources of Maine's North Woods. It supports responsible land development and sustainable forest practices that protect sensitive ecosystems and habitat. It advocates for increased public ownership of Maine lands to improve access to the natural world for Maine people and visitors today and for future generations. While development pressures and the loss of public access continue to intensify, NRCM remains a leading voice for balancing economic development in Maine's North Woods with conservation.

Sustainability

NRCM's Sustainable Maine program takes a practical, collaborative approach to addressing environmental problems faced by Maine people, businesses, and communities, particularly in demonstrating how to better prevent and manage waste. NRCM seeks to achieve systemic changes in policies and practices at the local and state levels to reduce the environmental impacts of ordinary daily living. The organization has helped achieve many first-in-the-nation policies to reduce plastic, packaging, and difficult to manage wastes, and works to ensure that corporations responsible for generating waste become part of the solution for recycling, reduced packaging, and design changes in products. NRCM taps into the state's strong tradition of local action to help protect the environment.



Solar panels in Aroostook County by E. Theberge/NRCM

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State House Advocacy

NRCM is the state's leading environmental advocate at the State House, using its policy advocates and outreach staff to track and influence dozens of bills every legislative session. The organization drafts legislation and amendments, testifies before multiple committees, works with coalitions on legislative strategies, and provides direct support to elected officials as they seek passage of important legislative proposals across a broad range of issues.

Washington Watch

Decisions made in Washington, D.C. have lasting effects on Maine's clean air and water, thriving forests and wildlife, and on the health of Maine people, its economy, and its way of life. NRCM works directly with Maine's congressional delegation and with a broad coalition of national environmental organizations and in-state allies to help ensure that policy decisions in Washington contribute to the protection of Maine's environment.

NRCM'S MAJOR ACCOMPLISHMENTS

NRCM is a results-oriented advocacy organization with a long list of accomplishments spanning the past six decades. **A few highlights:**

- **Protecting Maine Rivers** – Protected the Allagash Wilderness Waterway; reduced paper mill pollution through multiple new laws; led coalition effort to preserve the West Branch of the Penobscot River, defeating the “Big A” dam that would have forever damaged one of the most scenic river stretches in Maine and the nation’s finest landlocked salmon fishery; through coalition work secured removal of the Edwards Dam on the Kennebec River and Ft. Halifax Dam on the Sebasticook River, and played a lead role in the Penobscot River Restoration Project—enabling millions of fish to reach critical spawning habitat; blocked mineral mines that would have caused massive pollution to Northern Maine waterways; and led passage of the strongest law in the nation protecting the environment from mineral mining.
- **Promoting Climate Action and Clean Energy** – Played lead role in creating the Efficiency Maine Trust; drafted Maine’s first law setting climate pollution reduction goals; helped shape Maine’s wind power development laws; played lead role in passing solar legislation that has dramatically boosted solar energy; helped secure adoption by Maine of the Regional Greenhouse Gas Initiative; and helped draft the law creating the Maine Climate Council and Maine’s Climate Action Plan.
- **Promoting Recycling and Reducing Waste** – Provided leadership in adoption and defense of Maine’s “Bottle Bill”; helped secure passage of product stewardship laws requiring manufacturers to finance collection of mercury-containing products; worked with towns to adopt bans on single-use plastic shopping bags and foam packaging, and then on statewide laws banning these sources of plastic pollution; provided leadership in passing a first-in-the-nation producer responsibility law for packaging waste; and helped secure passage of a law closing a loophole that has allowed hundreds of thousands of tons of out-of-state construction and demolition debris to be dumped in a Maine landfill.
- **Protecting Maine’s Forests and Wildlife** – Helped write Maine’s Forest Practices Act and a law banning a practice of liquidating timber from a forested land and selling for development; played lead role forcing a major proposed development near Moosehead Lake to redesign the project to reduce wilderness sprawl; played key role in helping create Maine’s system of ecological reserves to protect representative habitat types, and a central role in passing legislation to expand this system for protecting some of Maine’s most wild places; played a significant role in multiple legislative and public campaigns over the past 35 years to secure funding for the Land for Maine’s Future program, which has conserved hundreds of thousands of acres for public access; and was the leading in-state organization that worked to build support for establishment of the Katahdin Woods & Waters National Monument.

NRCM's COMMITMENT TO ENVIRONMENTAL JUSTICE AND INCLUSION

NRCM recognizes that environmental issues affect communities differently and that, historically, environmental policies and practices have not been equitable to all. To address these injustices, NRCM is committed to providing all Maine residents and visitors with clean water, clean air, and healthy forests. We recognize that NRCM's mission - to protect, restore, and conserve Maine's environment, now and for future generations - is best advanced by the leadership, experiences, and values of people from diverse backgrounds, beliefs, and cultures. Threats to the environment disproportionately impact historically marginalized communities. We envision and work toward a Maine that recognizes the effect environmental degradation has on its inhabitants and whose residents feel empowered to participate in the protection and conservation of their state's natural heritage. For more information, please go to: <https://www.nrcm.org/about-nrcm/vision-for-maine/environmental-justice-inclusion/>



Wassataquoik Lake in Fall, by
Wendy Weiger

COMPENSATION AND BENEFITS

The salary for this position is a minimum of \$125,000 with the final compensation to be determined based on the candidate's qualifications and prior experience. NRCM provides a robust health care package which includes 100% of employee's premium, and 60% of additional family members, with \$4,000 toward an employee Health Savings Account, or \$7,000 toward a family account. Benefits also include a 403 (b) retirement plan to which NRCM contributes 5% of annual salary, plus an additional 2% (contingent on a 2% employee match), after the first six months of employment. Generous paid time off includes vacation time of four weeks beginning in year one. At year five, employees accrue another day per year for five years, reaching a total of five weeks (25 vacation days) annually, as well as regular paid holidays, wilderness days, and sick and short-term disability leave. Additionally, after seven years of consecutive service with NRCM, staff are eligible for a six-week sabbatical leave at full pay. Long term disability coverage is provided, as is a modest life insurance policy.

To apply, please submit a current resume and letter of introduction to Kittleman & Associates, LLC at <https://bit.ly/3bWMpbh> (click on the Apply button at the bottom of the page).

To learn more about the programs and activities at the Natural Resources Council of Maine go to the following link: <https://www.nrcm.org/>

EEO STATEMENT

NRCM is an Equal Opportunity/Affirmative Action employer and does not discriminate on the basis of gender, age, ethnicity, race, religion, physical/mental ability, sexual orientation, or national origin. NRCM will provide reasonable accommodation to employees with disabilities where appropriate. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.



Tumbledown by Bill Amos