



Alaska Geographic

Position: Executive Director
Organization: Alaska Geographic
Location: Anchorage, Alaska
Reports To: Chair, Board of Directors

Overview

Since 1959, Alaska Geographic has worked in partnership with land management agencies to enhance the public's understanding, appreciation, and conservation of Alaska's spectacular national parks, forests, and refuges. Today, the organization serves as the educational partner of the National Park Service, the U.S. Forest Service, the U.S. Fish & Wildlife Service, and the Bureau of Land Management throughout the State of Alaska.

Alaska Geographic operates educational stores, in-depth field classes for youth and adults, and an annual membership program. Through these and other efforts, the organization inspires public land visitors to become public land supporters. Revenues from sales and memberships enable the organization to donate funds and services to agency partners for high priority interpretive and educational projects and programs.

The Executive Director serves as the chief executive officer of Alaska Geographic and works in close partnership with Board and Agency leadership to develop and implement strategies which provide increased support for Alaska's public lands and their visitors. This position requires regular travel to manage a wide range of operations and organizational relationships in dispersed locations throughout Alaska.

Candidate Profile

The successful candidate will be a collaborative, results-oriented leader who is passionate about Alaska's public lands and excited to help Alaska Geographic reach its full potential as a partner organization. S/he will have the vision and business acumen necessary to recognize the best opportunities to advance the organization's mission, coupled with the team-building skills necessary to build consensus and bring good ideas to fruition.

Key Responsibilities

Leadership

- Provide informed and visionary leadership for the organization, including the development and execution of long-term strategic plans and annual operating plans.
- Develop and maintain strong, mutually beneficial relationships with partner agency leaders as well as other individuals and organizations critical to Alaska Geographic's continued success.
- Maintain a high level of professionalism and accountability throughout the organization.
- Serve as the organization's primary spokesperson at a state and national level.

Business Management

- Prepare and assume full responsibility for implementing, monitoring, and reporting on goal-oriented annual budgets with specific performance metrics.
- Oversee the design and delivery of all Alaska Geographic programs, products, and services, including a major retail operation with more than 20 stores statewide, a well-established education program which provides high quality learning experiences for thousands of people each year, and a growing membership program.
- Assimilate information, engage stakeholders, evaluate options, and maintain open communication to make sound decisions in an environment which sometimes includes competing priorities.
- Ensure compliance with all organization policies and procedures as well as applicable local, state, and federal laws.

Development

- Oversee the creation and implementation of a comprehensive development strategy which results in a robust annual membership program and increased support from individuals, corporations, and foundations.
- Work closely with the Director of Membership/Development and the Board to create a culture of philanthropy at Alaska Geographic.
- Prominently represent the organization at fundraising events, including major gift solicitations and donor gatherings.

Staff, Board, and Agency Partners

- Supervise the hiring and development of a talented and highly motivated staff which works as a cohesive team to achieve organizational goals.
- Support and guide the Board by developing and maintaining a close working relationship, providing regular updates, and identifying challenges and opportunities.
- Maintain open lines of communication with Agency leaders, including regular updates on organization activities and finances.

Minimum Qualifications

- Genuine passion for Alaska Geographic's mission.
- Bachelor's degree from a four-year college or university.
- At least five years of experience in a senior-level position with similar responsibilities
- Track record of successful staff supervision, budget management, program development, and relationship building.
- Ability to work closely and collaboratively with staff, board, agency partners, and other stakeholders.
- Excellent writing, speaking, and presentation skills.
- Experience working with a nonprofit board of directors.
- Ability to travel to remote locations throughout Alaska.

Preferred Qualifications

- Graduate degree in a related field.
- Alaska knowledge and experience.
- Experience working for a public lands organization or agency.
- Demonstrated success managing similar retail, education, and development programs.

Compensation

The compensation for this position includes a competitive salary based on qualifications, plus a generous benefits package.

To Apply:

Please submit your resume and letter of interest to:

EDsearch@alaskageographic.org

Additional information about Alaska Geographic can be found at www.akgeo.org

Questions should be directed to Jeff Brown, Search Committee Chair, at jbrownynp@gmail.com