



**SKAGIT LAND TRUST** (the Trust) is hiring a dynamic individual who loves conservation to oversee the Trust's fundraising, membership, outreach, communications and marketing. These essential programs further the Trust's mission of saving Skagit lands for current and future generations of people and wildlife. The Trust's operating area encompasses all of Skagit County.

**Job Title: Development and Communications Director**

**Status:** Exempt, 32 - 40 hours a week (negotiable)

**Compensation:** Fulltime entry level salary range of \$43,000 - \$52,000 dependent on experience, retirement benefit, vacation and sick leave. This position is primarily office-based in Mount Vernon, WA, though working remotely occasionally is acceptable. Evening and weekend work is required at times.

**Closing Date:** Thursday, August 4th, 2016 at 4 pm.

**Reports to:** Executive Director. The Development and Communications Director leads a philanthropy team comprised of the Executive Director, the Administrative Assistant, the Special Events Coordinator and the Development and Communications Committee. S/he works closely with all land trust staff, the Trust's board of directors, its membership and prospective supporters.

**The successful candidate will have:**

- A genuine passion for helping people fulfill their desire to conserve special places.
- A leadership style that thrives overseeing multiple projects and goals when working independently or on a team.
- Excellent organizational skills with experience planning and running successful capital campaigns or complex fundraising projects with volunteers, contractors and paid staff.
- The creative and technical ability to produce impactful messages in writing and visually.
- Excellent relationship-building skills and a genuine enjoyment working with people.
- Proven experience in reaching fundraising or marketing/sales targets and goals of at least \$500,000 annually.
- History with arranging donor meetings, making "asks" and assisting others to do so.

**Primary Responsibilities:**

**Fundraising (50%):** The Development & Communications Director establishes short and long-range goals and plans for development with his/her philanthropy team and the board of directors. S/he oversees fund raising, donor stewardship and donor cultivation for operations and special projects including major gifts, operating grants, planned giving, capital campaigns, and annual giving. S/he oversees the Administrative Assistant in database management and donor/membership support for the Trust's 1,000+ family and business members.

**Communication & Marketing (25%):** The Development & Communications Director creates, implements and updates marketing and communications plans and goals for the Trust including membership cultivation plans. S/he oversees all Trust publications and messaging including newsletters, social media, the website, the Annual Report, special publications, press releases, donor communications, public relations materials, videos, and merchandise. S/he assists other departments with messaging and communications materials.

**Outreach & Events (25%):** The Development & Communications Director establishes goals, budgets, programs and staffs all general educational programs and events. This includes overseeing staff, contractors and volunteers for the annual auction, conservation social, and other Trust fundraising events as well as scheduling and overseeing education and awareness tours and programs.

**Required Education & Experience:** Associates or Bachelor's degree; five years of experience in fields of fundraising, event planning, marketing, and/or similar experience; or equivalent combination of education and experience.

**How to Apply: Submit to jobs@skagitlandtrust.org**, or mail to SLT Jobs, P.O. Box 1017 Mount Vernon WA 98273. Include a resume, cover letter, three references, a sample of your writing (a fundraising letter, printed article or short grant request) and a sample of your design work (electronic or print). **Closing Date: Thursday, August 4th, 2016 at 4 pm.** Please contact us via email only. No phone calls.

### **Skagit County – It's Worth Protecting**

With a population of 118,000 people, Skagit County in Northwestern Washington is a rural county renowned for its wild and scenic rivers, expansive floodplains, fertile agricultural lands, native forests, marine shoreline and abundance of wildlife. This natural wealth, within 70 miles of the major metropolitan area of Seattle to the south and Vancouver B.C. to the north, makes the Skagit stand out as a special region in the United States.

The artery of the county is the Wild and Scenic Skagit River, one of the principal rivers in the Western US. Special in many ways, the Skagit River is the only river in the state that supports all five species of native salmon. Standing above the river are the still-wild North Cascades Mountains. The upper elevations in the county are forested and glacier-clad designated wilderness, providing critical habitat for wildlife. In the lowlands - where over 90% of the county's population resides - extensive floodplains, wetlands and farm fields create open space, agricultural wealth and offer world-class bird habitat. The Skagit delta provides winter habitat for 80% of western Washington's waterfowl, and foraging and staging areas for 70 % of Puget Sound's shorebird population. Conifer forests, extensive eelgrass bays, rocky cliffs, islands and rich estuaries line the county's coastal edge and form the entrance to the San Juan Islands. Recreational opportunities abound in the mountains and on the sea.

There are three major cities in the county, Mount Vernon, Burlington and Anacortes. For the past decade, Skagit County has been one of Washington state's leaders in job creation. An available workforce, excellent local schools, a great community college, affordable housing, good health care, a low crime rate, and numerous cooperative agencies in the nonprofit and government sector make Skagit County an excellent location for families and individuals.