



Upcoming Vacancy - Executive Director Position

Maine Woodland Owners is seeking a person with passion, vision, and energy to lead our organization into the future.

Maine Woodland Owners is a membership-based statewide 501(c)(3) non-profit organization dedicated to advancing the interests and serving the needs of Maine's family woodland owners – those owning from a few to a few thousand acres. Established by a handful of dedicated landowners in 1975 as the Small Woodland Owners Association of Maine, Maine Woodland Owners now includes thousands of members, not only landowners, but other individuals and businesses, who have an interest in maintaining the heritage of small family or individual ownership of woodlands for which our state is known and justly proud. In 1990 we established a land trust program that is unique in that we promote the forest as working land. We accept gifts of land and easements from owners who wish us to continue their commitment to sustainable forest management and productivity through our land trust.

We anticipate an upcoming vacancy in the Executive Director position. The successful candidate will work directly with the existing Executive Director and assume all duties and responsibilities of the Executive Director by January 2026.

The Executive Director is the chief executive officer of the organization and is responsible for the day-to-day running of the organization, in accordance with policies set by the Board of Directors. The position reports to and serves at the pleasure of the Board of Directors.

Maine Woodland Owners has an annual budget of approximately one million dollars with a staff currently consisting of an Executive Director, a Deputy Director (vacant), a Director of Communication, an Administrative Assistant, a Forestry Outreach Coordinator and a Wildlife Biologist (soon to be hired.) Our forestlands, owned in fee, are actively managed through a contract with a forest management company. While our experienced staff help landowners with any questions about owning and managing woodlands, we also rely on volunteers to organize and conduct peer-to-peer educational programs, delivered through ten regional chapters.

This is an exciting time to join Maine Woodland Owners. We are currently celebrating our 50th year. Our land trust program, reflective of our organizational commitment to keep Maine's forests as forests, has grown exponentially in recent years to over 13,000 acres currently, in all corners of the State, with more donations being accepted on a regular basis. We are fully engaged at the State Legislature, with our congressional delegation, and with state and federal agencies in a wide range of issues including: forestland taxation, wildlife habitat and management, public access to private land, the changing wood industry, the role of forest carbon in climate change mitigation, and environmental regulation. On average, we hold more than 50 educational workshops and events every year, and members receive our 20-page monthly publication – Maine Woodlands – which contains a wide range of topics and the latest news of interest to woodland owners.

Primary Responsibilities of the Executive Director Include:

- Developing and implementing the strategic direction of the organization, in concert with the Board of Directors.
- Being the primary spokesperson for the organization.
- Ensuring continued growth in membership.
- Annual budget development and financial management.
- Hiring, supervising, and evaluating all employees.
- Identifying and developing fund raising opportunities from individuals, businesses, and foundations.
- Being a strong advocate for family woodland owners and this organization before agencies, legislative bodies, with other organizations, and the public.
- Having overall responsibility for all programs of the organization.
- Ensuring the organization complies with all reporting, permitting, registration and licensing requirements of the organization.
- Promoting the organization in ways that furthers the mission of the organization.
- Developing and implementing an annual work plan for the organization, while considering the long-term direction of the organization.
- Administrating all policies of the organization and assuring compliance with its Bylaws.
- Developing and implementing organizational efficiencies.
- Ensuring the stewardship and growth of the land trust program.

The Ideal Candidate Will Have:

- Experience or familiarity with Maine's forests and with the economic, environmental, and political forces at work in them.
- Demonstrated interest and strength in the functional aspects of the organization (advocacy, education, and land trust conservation), and skills to mentor and guide those areas to continued success.
- Strong interpersonal skills and personal qualities that engender the impassioned support and involvement of the board, staff, and members.
- Successful management experience in public, private, or non-profit sectors.
- Ability to think strategically about how Maine Woodland Owners fulfills its mission and translate strategies into practical, executable plans.
- Marketing know-how to build awareness of, participation in, and advocacy for the organization and its members.
- Experience in overseeing staffing, structure, systems, and processes to ensure ongoing organizational efficiency and effectiveness.
- Vision and commitment to lead the organization into the future.

More information about us can be found at www.mainewoodlandowners.org/jobs Questions, about the position or Maine Woodland Owners, should be directed to Tom Allen, Board President, tallen1645@gmail.com The position is a full-time, salaried position based in Augusta, though there is some ability to work remotely on occasion. The compensation package, which can include a combination of salary, health insurance, retirement plan and dental insurance, is anticipated to be in the range of \$110k - \$130k. **To apply, please send email cover letter and resume by April 30, 2025 to: info@mainewoodlandowners.org**