

## JOB ANNOUNCEMENT

### About Forterra

Forterra fills a unique and important niche as the largest conservation and community building organization dedicated solely to this region. As a national leader, Forterra is shaping a future that will flourish environmentally and economically. We partner with thousands of leaders and residents across the Northwest to create healthy, livable, and prosperous communities. For over 20 years, Forterra has led efforts to restore critical landscapes and conserve more than 172,000 acres of forests, farms, shorelines, parks, and natural areas.

*Forterra is an Equal Opportunity Employer. Forterra actively seeks candidates from a variety of backgrounds who are committed to the mission and vision of the organization.*

<b>Open Position:</b>	Conservation Director (2 positions)
<b>Reports To:</b>	Senior Managing Director, Conservation
<b>Location:</b>	North Puget Sound (1 position) and South Puget Sound (1 position)
<b>Position Type :</b>	Full-time, Salaried, Exempt
<b>Salary:</b>	Base salary DOE. \$50,000 - \$85,000 total compensation range includes combination of base salary and performance pay contingent on achievement of quarterly goals
<b>Benefits:</b>	Eligible, Class II

### Summary of Position

Responsible for the development and implementation of all aspects of Forterra's programs in a defined geographic region. The Conservation Director engages with business, local government, state leaders and agencies, tribes, and local community leaders to generate opportunities to advance Forterra's programs and Cascade and Olympic Agenda strategies. This position is responsible for significant revenue generation through innovative conservation transactions, outreach for business opportunities, and other fee-for-service consulting services in the arenas of stewardship, planning, and community place-making. This position will also provide leadership on designated projects and programs of regional significance. Frequent travel is required.

**To Apply:** Send a resume and cover letter with subject line "Conservation Director" to the attention of Katie Behrends, HR Specialist at:

Email: [jobs@forterra.org](mailto:jobs@forterra.org) -or- Fax: 206-577-9146 -or-

Mail: 615 Second Avenue, Suite 600  
Seattle, WA 98104

Please indicate in your application if you are interested in the North or South position.

**Application Deadline:** February 1, 2012

### Application Process

Carefully review the job description and qualifications for this position. Email submissions are preferable, but we also accept applications via fax and postal mail. When emailing, please submit your application as a PDF, MS Word, or text document. Forterra's Human Resources department thoughtfully reviews every resume submitted. Due to the high volume of applications received, we contact only those individuals who we plan to interview. If we contact you for an interview, please be prepared to provide us with at least three professional references and to undergo a thorough background check. You will know a position has been filled when we update the "Career Opportunities" page on our website.

# SUMMARY OF BENEFITS

## **Paid Time Off**

- Employees who have worked for 5 years or fewer accrue 160 hours of PTO annually. Employees who have worked at Forterra for more than 5 years accrue PTO at a higher rate.
- 10 paid holidays per calendar year – New Year’s Day, MLK Day, President’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Eve/Day, Christmas, and Christmas Eve or Boxing Day.

## **Medical**

- Group Health PPO (in-network) and First Choice Health Network (out-of-network).
- In/Out-of-Network office visit co-pay – \$25. Calendar year employee deductible at \$500; family at \$1,500.
- Employee portion of the medical/dental premium is deducted pretax. Contribution is based on class level:

Class I: Executive Management - \$100

Class II: VP and Directors - \$75

Class III: Program Managers & Other Professional Staff – \$50

Class IV: Hourly Employees – \$25

- Family/dependent coverage is available at employee expense.
- Health Reimbursement Arrangement.

## **Dental**

- Washington Dental Service – Delta Dental PPO.
- Preventative care paid in full; no deductible.
- Basic care at 80% coverage; major care at 50% coverage, annual maximum \$2,000.

## **Vision**

- Eye exams covered once every 12 months – must be a Group Health provider.
- Hardware benefits of \$100 in any 24 consecutive month period.

## **Life Insurance and AD&D**

- \$35,000 Life and \$35,000 Accidental Death & Dismemberment insurance.
- Forterra pays full premium.

## **Short Term Disability**

- Benefit pays 60% of pre-disability salary, subject to policy cap.
- 14 day elimination period, 11 week maximum coverage.
- Forterra pays full premium.

## **Long Term Disability**

- Benefit pays 60% of pre-disability salary, \$4,000 monthly policy cap.
- 90 day elimination period, 24 month maximum coverage.
- Forterra pays full premium.

## **Other Benefits**

- Subsidized transportation pass offered – ORCA Passport with Home Free Guarantee.
- Employee Assistance Program (EAP)
- 401K eligibility after 6 months of employment
- COBRA Benefits – 60 day post termination election period.
- Flexible Spending Account

*Benefits are effective the first full month of employment. Information contained herein is intended only as a brief summary of the benefits offered at Forterra and is not all-inclusive. Actual benefits are subject to certain contracts and restrictions and may change without notice. Detailed features and limitations are available from the HR Specialist.*

## JOB DESCRIPTION

<b>Position:</b>	Conservation Director (2 positions)
<b>Reports To:</b>	Senior Managing Director, Conservation
<b>Location:</b>	North Puget Sound, based in Snohomish County (1 position), and South Puget Sound, based in Pierce County (1 position)
<b>Position Type :</b>	Full-time, Salaried, Exempt
<b>Salary:</b>	Base salary DOE. \$50,000 - \$85,000 total compensation range includes combination of base salary and performance pay contingent on achievement quarterly goals
<b>Benefits:</b>	Eligible, Class II

### Summary of Position

Responsible for the development and implementation of all aspects of Forterra's programs in a defined geographic region. The Conservation Director engages with business, local government, state leaders and agencies, tribes, and local community leaders to generate opportunities to advance Forterra's programs and Cascade and Olympic Agenda strategies. This position is responsible for significant revenue generation through innovative conservation transactions, outreach for business opportunities, and other fee-for-service consulting services in the arenas of stewardship, planning, and community place-making. This position will also provide leadership on designated projects and programs of regional significance. Frequent travel is required.

### Travel

For the Conservation Director based in Pierce County: Frequent travel across Pierce County and the southern portion of the Olympic Peninsula, and regular travel to the Seattle headquarters office is required. Regular work out of the Tacoma regional office will be expected.

For the Conservation Director based in Snohomish County: Frequent travel across Snohomish County and the northern portion of the Olympic Peninsula, and regular travel to the Seattle headquarters office is required.

### Specific Duties

I. Land Conservation – approximately 50% of work hours; all other activities are in support of direct land conservation, including the following major elements:

- a. Land Conservation and Community Projects – strategically identify conservation projects based on the strategies of the Cascade and Olympic Agendas, sound financial analysis, and Forterra's 5-year Strategic Plan.
- b. Work with landowners, regulatory authorities and others to develop an optimal conservation and financial strategy for each proposed project. Activities to accomplish this may include:
  - Participate in design and implementation of conservation strategies
  - Prepare business plans for transformational projects outlining concept, critical elements, impediments, major milestones, work plan, and financial pro-forma
  - Negotiate with landowners and other stakeholders to develop a transaction that meets multiple objectives
  - Work with Conservation Department team members on due diligence, transactional, and closing phases

- Develop project-specific funding strategies
  - Consult with public bodies such as county and city planning commissions, conservation committees, regional commissions, and others regarding specific conservation projects.
- c. Work with Forterra's partners and local trustee groups to advance Cascade and Olympic Agenda projects.
  - d. Seek out and develop clients, both private and public, who control or have an interest in landscape scale conservation, smart growth, and community approaches to conservation.
  - e. Respond to inquiries from landowners and interested communities.
  - f. Participate in Conservation Department annual planning and strategic conservation initiatives.

## II. Cascade and Olympic Agendas – approximately 25% of work hours

- a. Meet and work with local community groups, county and city government, conservation commissions, and ad hoc conservation groups to advance the Olympic and Cascade Agendas and to develop opportunities.
- b. Meet regularly and engage with Forterra's Trustee groups, employing their local knowledge, contacts, and resources to implement goals and to shape policy in recognition of local conditions.
- c. Work with local land trust partners to gain insight into conservation needs and efforts within the community, and establish broad support for the Olympic and Cascade Agendas.
- d. Provide technical support to cooperating organizations; coordinate and collaborate with government and conservation organizations on specific Olympic and Cascade Agenda projects.
- e. Upon request and in coordination with the Conservation Department team and Forterra's Senior Vice President of Programs, provide assistance in the development of internal and external conservation strategies and policy to advance the Olympic and Cascade Agendas.

## III. Other Areas of Responsibility – approximately 25% of work hours

- a. Public Relations and Education, including workshops and presentations, and maintaining relationships with allied professionals.
- b. Membership/financial development, including working with Forterra's outreach and development staff on fundraising, membership development, and events.
- c. Presentations to Board of Directors and Committees on relevant issues and program activities.
- d. Administrative work, including preparation of annual work plans, budget, and maintenance of project records, etc.
- e. Other duties as assigned.

### **Required Qualifications**

- Bachelor's degree in social sciences, natural resources, and/or environmental policy/affairs or related field. Advanced degree preferred.
- Ability to develop positive working relationships with a variety of stakeholders from across the political spectrum including multiple partner agencies/organizations, elected officials, community supporters, staff, and volunteers.
- Experience in public and private land conservation techniques, real estate, land use, and forestry. Legal and planning knowledge preferred.
- Excellent written and oral communication skills, including negotiation and public speaking.
- Demonstrated success in fundraising and grant writing for programs.
- Demonstrates resourcefulness and strong problem-solving skills.
- Ability to organize and manage diverse activities and set priorities.
- Flexible and able to work well under pressure, with limited direct supervision.
- Ability to work some non-standard hours, including evenings and weekends (with comp time).
- Valid, insurable driver's license/record.