Citizens for a Healthy Community
Executive Director

Become a part of a vibrant community in the beautiful North Fork Valley and help protect it for future generations.

Description
The Executive Director is a full-time salaried position with a 40-hour work week. Some travel and weekend availability is required. Use of your personal vehicle will be necessary with mileage reimbursed at the standard government rate. CHC has a private office suite at The Hive in Paonia – a co-working space and art gallery. The salary range for the position is $40-$50,000 depending on experience and includes a generous paid-time-off leave policy. There are no health benefits. If not already living in the area, within a reasonable time period after being hired, the Executive Director must reside in Delta County. Some limited moving costs may be negotiated.

CHC Mission
The purpose of Citizens for a Healthy Community is to protect people and their environment from irresponsible oil and gas development in the Delta County Region of Western Colorado.

Organization
CHC formed because of the belief that our communities need an organization with this single, dedicated purpose, which is preventing irresponsible gas and oil drilling. While we understand that there is a need to continue drilling for oil and gas for some time into the future, we believe that oil and gas production and delivery as currently allowed under state and federal law has real potential for harming our communities. CHC was founded in 2009 and obtained non-profit status in 2010. The work of the organization is directed by a board of directors and is located in Delta County, Colorado. Applicants are encouraged to familiarize themselves with our website, www.citizensforahealthycommunity.org.

Qualifications
Qualifications may be met by any combination of education and experience that provide the knowledge, skills and abilities listed in the job description. Typically, the Executive Director will have graduated from an accredited college with a major in environmental science, studies, law, advocacy or a closely-related field and have two to five years’ experience in a program administration capacity. Candidates should have significant environmental and non-profit organizational experience and knowledge and have experience in environmental advocacy, foundation and non-foundation fundraising, administrative tasks, grassroots organizing, economic development and outreach.

The ideal Executive Director candidate will possess the following:

- Knowledge and experience with relevant federal, state and local municipal laws and regulations dealing with oil and gas development.
- Experience with grassroots education, organizing and outreach, including ability to advocate in a complex political environment.
- Experience with a government agency, environmental, or non-profit organization.
- Fundraising experience, grant writing and financial management skills.
- Proficient computer skills including Word, Excel, website and database applications. Familiarity with WordPress websites, web-based email marketing programs, and social media management a plus.
- An understanding of how irresponsible gas and oil drilling can hurt the economic development of a rural county, including skills of partnering with other county organizations to ensure that
sustainable agriculture, tourism, and outdoor activities can provide a lasting economic base for the area.

- Experience in environmental program management.
- High levels of interpersonal skills and ability to manage complex relationships with community members and political leaders.
- Knowledge of geospatial and location analysis
- Ability to speak in public and help advocate for the goals of CHC.
- Supervisory experience a plus.

Job Duties
The Board of Directors will oversee the Executive Director position, and the Executive Director will be supervised by the Board Chairperson. Duties include, but are not limited to, the following:

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To be considered for this position, please submit a cover letter detailing your interest and qualifications, and resume. If you are to be considered for the position, you will be notified and asked to provide three references and email responses to supplemental questions. Please email your application to the Board Chairperson, John VanDenBerg at chcexecutivedirectorjob@gmail.com. Application packets must be received by December 15, 2015 to be considered.

The starting date for this position is ASAP, but is negotiable.