

## Job Announcement

ORGANIZATION: Anza-Borrego Foundation - [www.theabf.org](http://www.theabf.org)

TITLE: Executive Director

REPORTS TO: Board of Trustees

LOCATED IN: Borrego Springs, CA a community of 3,500, surrounded by the largest state park in the nation, Anza-Borrego Desert State Park

SALARY/BENEFITS: Salary DOE; relocation financial assistance available.

APPLICATION: Email or mail letter of application and resume to John Peterson, President, Anza-Borrego Foundation at [petersonenv@hotmail.com](mailto:petersonenv@hotmail.com); 5432 Taft Ave., La Jolla, CA 92037. No phone calls will be accepted regarding this posting.

The Anza-Borrego Foundation (ABF) is seeking qualified candidates for the position of Executive Director. ABF's offices are located in The Mall in downtown Borrego Springs.

The mission of Anza-Borrego Foundation is to protect and preserve the natural landscapes, wildlife habitat, and cultural heritage of Anza-Borrego Desert State Park (ABDSP) for the benefit and enjoyment of present and future generations. Anza-Borrego Foundation has been a support organization of ABDSP since 1967. Candidates are encouraged to visit [www.theabf.org](http://www.theabf.org) for more information.

The Executive Director works with the Board of Trustees to provide strategic leadership for the Foundation to ensure programs are consistent with mission and vision. The Executive Director is responsible for the day to day management of the Foundation, its seven employees (including Manager of Anza-Borrego Institute, Manager of Donor Relations, and Manager of Interpretive Sales) and is responsible for managing the Foundation's primary functions of land acquisition, educational programming, and fundraising, all within an environment of fiscal sustainability.

The ideal candidate will possess:

- Minimum of 5 years of nonprofit experience; minimum of 4 years management experience.
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders. Land acquisition experience an added plus.
- Ability to work in partnership with Board of Trustees on appropriate issues, including policies, advocacy issues, and strategic direction.
- Excellent organizational management skills with ability to coach staff, set and achieve strategic goals—all in an environment that encourages teamwork and consensus-building.
- Ability to work effectively in collaboration with diverse groups and organizations.
- Ability to understand financial statements and prepare and manage budgets
- Strong verbal and written communication skills; a persuasive and passionate communicator with experience addressing boards and civic groups.
- A minimum of a four year college degree.

Proficiencies:

- Familiarity with Quickbooks and fundraising software programs (Blackbaud's Raisers Edge or comparable)
- MS Word, Excel, Access, Powerpoint