

Director, Community Partnerships

The National Park Foundation is seeking a Director of Community Partnerships to be primarily responsible for serving as the lead point of contact and project director for several Community Partnership Initiatives supporting NPF's larger strategic plan for building a continuum of engagement. This includes thought leadership and direction for supporting the Love Your Park Network, the Learning Alliance, Citizen Science and Anacostia Park.

The Director will design and implement the department's constituency relations plan and visit the field (local philanthropic groups as well as members of the National Park Service field and other partners) to get a sense of community needs and assets. The Director will report to the Senior Vice President of Community Partnerships on the progress of implementation, deliverables, funding reports/requests and other high-level outcomes in support of the department's various initiatives. This individual will ensure that the work accomplished on the team is in alignment with NPF's strategic plan.

WORKING AT NPF

The National Park Foundation, in partnership with the National Park Service, enriches America's national parks and programs through private support, safeguarding our heritage and inspiring generations of national park enthusiasts.

In 1872 America did something unprecedented; it set aside more than one million acres of wilderness for the benefit and enjoyment of the people. For more than 100 years, citizen involvement and private philanthropy have helped to improve, preserve and protect America's national parks. Since it was established by Congress in 1967, NPF has sustained this legacy of private philanthropy. We are a small organization with a big mandate. Learn more about us at www.nationalparks.org.

RESPONSIBILITIES AND DUTIES

- Assist the SVP in ensuring the initiatives are fully funded and implementation, evaluation and outcomes are successful.
- In each initiative, the incumbent will work across departments to share updates
- Lead the project direction and management for the Love Your Park network, this includes but is not limited to the design, creation and coordination of LYP initiatives that help mobilize the network through increased volunteerism, service and support.
- Oversee the design of the mechanism that will be used to collect baseline data to track the progress and success of the network
- Oversee the design and implementation of marketing and other collateral materials used to promote the network
- Draft case studies and other content to promote the network's success
- Recruit partners to the network
- Call special meetings or events to garner feedback from contributing partners and report lessons learned from various LYP initiative
- Communicate across departments to inform and work collaboratively re the Learning Alliance, Citizen Science, LYP and Anacostia Park initiatives as these efforts support the broader "continuum

of engagement” programs as defined in the strategic plan.

- In partnerships with Grants and Programs department staff, provide thought leadership to the design and implementation of a continuum of engagement as reflected in the strategic plan
- Lead the planning and coordination of two, bi-annual constituency meetings
- Conduct constituency site visits.
- Host virtual meetings like webinars to provide technical assistance or share timely information with constituencies
- Support the Community Partnership Team as a whole when needed and appropriate.
- Supervise one FTE, vendors/consultants
- Budget oversight of the Love Your Park Network

ESSENTIAL EXPERIENCE, SKILLS AND COMPETENCIES

The ideal candidate should have the following:

- Experience working with national or local parks, the National Park Service or non-profit, park partners is essential.
- Experience working in an entrepreneurial environment and demonstrated experience in helping to grow a sustainable program at a national level.
- MA in relevant field.
- Seven to ten years of senior level nonprofit experience.
- Strong written communication and presentation skills
- Demonstrated ability to work under pressure on multiple projects, meet tight deadlines within budgetary constraints, creatively problem solve.
- Superb written, verbal and interpersonal skills.
- Capacity to generate new ideas and act creatively.
- Independent and strategic thinking.
- Strong team player with high level of comfort working collaboratively with community organizations.
- Familiarity with standard office equipment.
- Expert user of Microsoft Office Suite.
- Familiarity with making travel arrangements within United States, and the ability to travel for multi-day engagements.
- Valid U.S. drivers license.

DESCRIPTION OF PHYSICAL DEMANDS AND WORK ENVIRONMENT

While performing the duties of this job, the employee is regularly required to sit. The employee is frequently required to talk and hear. The employee is occasionally required to stand; walk; use hands to finger, handle or feel; and stoop, and/or kneel. The employee occasionally must push and/or move up to 10 pounds. Specific vision demands required for this job include close vision and ability to adjust focus.

TO APPLY

If you know you are the perfect candidate for this position, we want to hear from you. Please submit your application through the National Park Foundation ADP portal found [here](#). If you experience technical difficulties during this process you may submit a cover letter and resume to resumes@nationalparks.org with the subject line "Director, CP".

***The National Park Foundation is an EEO employer.
Candidates of all backgrounds are encouraged to apply.***