



IRVINE RANCH
CONSERVANCY

Search Conducted By



Senior Vice President and Chief Programs Officer

Irvine Ranch Conservancy seeks a strategic, transformative Senior Vice President and Chief Programs Officer to lead, manage, and steward the organization's programmatic vision, goals, and implementation.



Organization Background

Irvine Ranch Conservancy (IRC) was founded in 2005 with the simple, bold vision of elevating the stewardship of urban wildlands to the highest possible standards. We work on a large, protected, highly biodiverse landscape in one of the densest urban regions in the world. While the lands are the size and quality of a national park or world heritage area, they may never have these designations. Our belief is that these urban protected landscapes, with their special position as "nearby nature," should be cared for and cherished as well as national parks are, if not better. With our conservation and recreation successes, we seek to create a world-class model for how the health and resilience of a large, urban landscape can be sustained in perpetuity.

IRC is a leading innovator in managing, restoring, and protecting Southern California's urban wildlands. We work with a broad, diverse network of public/private partners including landowners, agencies and organizations, community leaders, and residents in Orange County and beyond to engage, educate, and foster a common vision for responsible, long-term care, protection, and enjoyment of the natural resources we all share. The IRC team includes more than 40 highly trained staff and over 500 active volunteers. Together, we are deeply committed to ensuring that the wildlands where we work, live, and play are a source of widespread, expanding community participation and pride, with volunteers often at the forefront of community connections, and that these lands and connections remain healthy and resilient forever.



Core Values

Three strong core values define IRC's approach:

- ◆ **Partnership.** Collaboration is the spirit of IRC. We work closely with more than three dozen public and private partners and broadly in the community to provide resource and land management expertise, community engagement, and visitor facilities.
- ◆ **Excellence.** Our commitment to excellence underlies everything we do. IRC catalyzes integrated, cohesive land management for a complex urban natural landscape by adeptly balancing conservation needs with the interests of landowners and the public.
- ◆ **Innovation.** Finding solutions to complicated challenges of stewardship requires thinking differently. IRC's work is firmly grounded in science and constantly embraces innovative ways to protect and restore natural resources and engage the community through fresh approaches that challenge the status quo.

Position Overview and Responsibilities

This position is accountable for program strategy and development as well as executive management of IRC's entire programs division. It is a high-profile position combining both internal and public-facing responsibilities representing IRC's brand, values, and character.

Focus Areas















Staff Management

- Develop, manage, and mentor a team of professionals to deliver outstanding results on IRC's projects and commitments.
- Build, manage, and retain a diverse team that brings a variety of strengths, perspectives, and experiences to the organization.
- Motivate, lead, set objectives, and manage the performance of direct reports and all team members. Provide expert assistance and guidance on troubleshooting program and staff performance challenges.
- Provide regular feedback so supervisory staff can continuously improve their professional skills, including supervision and mentoring.
- Provide guidance and training to direct reports and other team members on engaging in proactive planning to improve program management.
- Represent IRC and its policies and procedures to employees and ensure they are upheld.
- Create and support a high-performing, collaborative culture among programs and team members.
- Demonstrate and lead effective communication and interaction among team members.



Leadership and Strategy

-  In close coordination with the President & CEO and senior management team, lead the organization's development, strategic planning, program delivery, and management within and across multiple programs.
-  Ensure that all program planning, budgeting, implementation, and evaluation are aligned with and support the organization's goals and fulfill contract and partnership obligations.
-  Lead and participate in strategic development for organizational programs and identify and pursue potential funding opportunities, including grants and contracts.
-  Represent the organization to agencies, partners, and the community, and represent the organization in high-level forums when the President & CEO is unavailable.
-  Effectively manage relationships at all levels and strategically cultivate partnerships with key stakeholders, including local and state agency managers, executive decision-makers, partner conservation and diverse community organizations, and academia.
-  Demonstrate an outstanding ability to compellingly communicate the organization's goals, objectives, activities, and outcomes to partners, funders, and the community.
-  Develop, facilitate, and contribute to highly effective communications products such as reports, publications, presentations, articles, tours, and meetings.
-  Lead and facilitate the budget development process for the programs group in close collaboration with the finance and accounting team.
-  Play a lead role in the annual organizational goal-setting process.
-  Participate in development and implementation of organizational policies and procedures.
-  Collaborate closely with management and leadership in other areas of the organization as a key part of the senior leadership team..
-  Participate in professional development opportunities such as relevant conferences, workshops, and so on, to share IRC's lessons and models.



Program Management and Development

- 🌿 Supervise and ensure the coordination, integration, and delivery of outstanding results in all program areas.
- 🌿 Exhibit and promote collaborative relationships between program areas and IRC's business operations, and continually ensure that relationship expectations of partners, funders, and stakeholders are fulfilled or exceeded.
- 🌿 Actively participate or lead as appropriate in obtaining funds, grants, and new business. Monitor and respond to requests for proposals and applications in partnership with the senior management team.
- 🌿 Supervise and closely monitor programmatic operations and budgets with the finance and accounting team to ensure sound fiscal and system management.
- 🌿 Lead and supervise the development and establishment of clear annual program goals and objectives in collaboration with the senior management team, directors, and program managers.
- 🌿 Ensure the delivery of annual and longer-term program goals and outcomes. Analyze and assess programs based on data collected to inform programmatic decision-making and implement corrective or adaptive measures if required.
- 🌿 With human resources, determine and implement staffing plans to achieve program goals and objectives and conduct or participate in timely hiring decisions for new program staff.
- 🌿 Develop new strategies and programmatic elements as appropriate to deepen the impact and raise the visibility of the IRC's programs.
- 🌿 Develop and manage program systems, processes, and techniques to improve program outcomes.

A group of people, likely a field research team, are gathered in a grassy field. They are wearing hats and carrying backpacks, suggesting they are outdoors in a natural setting. The background features rolling hills with sparse vegetation under a clear blue sky. A wire fence runs across the middle ground.

Desired Experience and Competencies

This is an extraordinary opportunity for a talented leader with extensive experience leading, managing, and implementing programs and developing strategic plans for nonprofit organizations. The ideal candidate is a high-performing executive with experience setting objectives, improving program outcomes, and leading and supervising a growing team. This senior executive will also oversee the organization's day-to-day program operations, ensure fiscal and system management, and implement the organization's vision, policies, and goals.

Competencies

- Knowledge and experience in one or more of IRC's program areas: Ecosystem Restoration, Plant Materials Development, Invasive Species Control, Community Engagement & Education, Fire Prevention, Volunteer Management, Planning & Infrastructure, and Monitoring & Research.
- Demonstrated senior-level experience managing staff and programs, including performance management, professional development, and mentorship.
- Comprehensive working knowledge of annual and long-range program planning, organizational structure and function, and program and project budgeting.
- Experience with Microsoft Office 365, mainly working in the SharePoint environment and project management software.
- Proposal and report writing experience.
- Familiarity with local ecology in IRC's operational area is strongly desired.

Education and Experience

- Bachelor's degree in environmental studies/science, ecology, social sciences, or similar required. Graduate or professional degree strongly preferred.
- At least eight years of leadership experience in a related field, successfully overseeing multiple programs or contracts.
- Nonprofit management experience is highly desired.

Skills and Abilities

- Adaptable, team-oriented leadership style
- Highly collaborative with both colleagues and external partners
- Extraordinary proficiency in verbal and written communication, including translating complicated concepts, ideas, and objectives to casual or unfamiliar audiences
- Passionate results orientation and focus, including success in managing multiple objectives simultaneously
- Ability to identify and analyze problems and implement solutions
- Composed and collaborative approach to addressing challenges
- Respond to and effectively manage ambiguity
- Exceptional teamwork orientation
- Strong self-motivation and personal initiative
- Strong critical thinking and evaluation
- Strategic thinking, including resourceful creativity and flexibility
- Sound decision-making based on knowledge and experience
- Business acumen and financial management experience
- Work in and ensure a safety-aware environment
- Excellent time management skills
- Unquestionable integrity and ethical conduct
- Continuous learning and improvement approach



Classification

This is a regular, full-time (40+ hours per week) exempt (FLSA) position. Evening or weekend work may be required to complete duties, participate in events, and respond to emergencies.

Compensation

A competitive compensation package, including an outstanding and comprehensive benefits package, will be offered based on experience. The anticipated annual salary range for this position is \$180,000–\$210,000.

Location

The Senior Vice President and Chief Programs Officer will work from IRC's offices in Irvine, CA. The position is primarily office-based, with occasional work outdoors in all weather conditions, including heat, direct sun, wind, rain, and cold. Candidates must be able to use office equipment such as computers and printers 90% of the time. The ability to occasionally lift and move objects up to 25 pounds is also required.

To Apply

Please visit <https://potrerogroup.com/executive-search/irvine-ranch-conservancy-senior-vice-president-and-chief-programs-officer> and select "Apply." Applications should include a resume and a cover letter describing your qualifications that match the position criteria and what you will bring to the role.

Start Date

Mutually agreeable start date.



ADDITIONAL INFORMATION

More information on the Irvine Ranch Conservancy can be found at <http://www.irconservancy.org>.

Also visit www.letsgooutside.org

For additional information regarding this opportunity, please contact:

Cleveland Justis,
Principal, Potrero Group at cjustis@potrerogroup.com.



Irvine Ranch Conservancy is an Equal Opportunity Employer

At Irvine Ranch Conservancy, we recognize that our effectiveness is enhanced when equity and inclusiveness are practiced and protected throughout our organizational governance, operations, culture, and staffing. Irvine Ranch Conservancy is committed to building a diverse community that is inclusive of people from all backgrounds. Irvine Ranch Conservancy does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, genetic information, disability unrelated to job or admission requirements, or veteran status.



Potrero Group is honored to coordinate this search on behalf of Irvine Ranch Conservancy. We are committed to providing rigorous strategy and business planning, organizational effectiveness, and nuanced search services to mission-driven organizations and supporting innovative leaders and organizations making a difference in the world. We are committed to equitable and inclusive practices in all of our work.

To join our mailing list and be notified of future opportunities, please visit

www.PotreroGroup.com