

PRESIDENT & CHIEF EXECUTIVE OFFICER

The Conservancy for Cuyahoga Valley National Park seeks a strategic, partnership-focused leader to continue its longstanding, successful support of Cuyahoga Valley National Park.

This is a remarkable opportunity to lead a sophisticated park partner organization and contribute to the recreation, education, philanthropy, stewardship, and overall vitality of the park.





ORGANIZATION BACKGROUND



CUYAHOGA VALLEY NATIONAL PARK

FOR ALL PEOPLE

This year marks the park's 50th anniversary. The Conservancy is proud to support CVNP and ensure the National Park Service (NPS) mission to preserve and share America's special places is vibrant and accessible throughout the region.

The Conservancy for Cuyahoga Valley National Park (Conservancy) is the official philanthropic partner for Cuyahoga Valley National Park (CVNP).

With a mission to enrich people's lives and enhance the region by inspiring the use, preservation, and support of CVNP, the Conservancy offers cultural and environmental education programming, co-manages the park's volunteer program, provides venues for weddings, meetings and special events, and operates park retail spaces.

The Conservancy funds many improvements in the park, including trail maintenance, land acquisition (such as the former Brandywine Golf Course), and restoration of historic properties like the Boston Mill Visitor Center. In partnership with the park, it also serves more than 10,000 students annually in environmental education programs, regardless of family resources. The Conservancy connects thousands of people to the park through various cultural arts offerings, including Rhythm on the River, Concerts at Happy Days Lodge, Cuyahoga Valley Lyceum Series, Low Power Happy Hour, and art exhibitions, as well as health and wellness events.

The Conservancy's \$8.5M annual operating budget is sourced through a combination of individual, foundation, and corporate donor engagement, retail revenue, and program and rental fees. The Conservancy is governed by a 29-member Board of Directors, is served by a staff of nearly 100 people, and works with many and varied partners throughout the region.

The Conservancy is a diverse workplace with a culture that values equity as an operating principle and is committed to organizational learning on issues related to race, inclusion, justice, and access.



POSITION OVERVIEW

The President & CEO executes the organization's mission and vision, ensures financial objectives are met, and collaborates closely with the CVNP Superintendent. The President & CEO provides consistent executive leadership and, in coordination with the board, ensures the Conservancy is an effective national park partner.

The President & CEO is responsible for leading effective planning, coordination, and partnership with CVNP and attracting and retaining talented staff to achieve the organization's goals. This position drives the Conservancy's philanthropic strategy, maintains relationships with donors and community leaders, and actively represents the Conservancy and CVNP in communities surrounding the park, especially the cities of Cleveland and Akron. The President & CEO also represents the organization in national work related to NPS and the friends group network.

The ideal President & CEO is a master organizational leader who has experience working with federal or other agencies, ideally including the National Park Service, a history with conservation leadership, high-level fundraising, relationship-building, and the proven ability to manage change while maintaining positive partnerships and commitments.

RESPONSIBILITIES



Executive Leadership

- Provide inspirational, professional executive leadership.
- Meet regularly with the CVNP Superintendent to coordinate mission, objectives, and work plans.
- Assure that the organization has a long-range strategy that achieves its mission and makes consistent and timely progress toward it.
- Provide leadership in developing program, organizational, and financial plans with the Board of Directors and staff and carry out plans and policies authorized by the board.
- Provide leadership for the Board of Directors and committees, including preparation of agendas, background information, and staff recommendations.
- Serve as the main face of the Conservancy and manage relationships with partners and key constituencies.
- Maintain a leadership presence in the national park partner network.
- Ensure the maintenance of official records and documents and ensure compliance with federal, state, and local regulations.
- Complete other duties as assigned or requested by the board.

Budget and Finance

- Ensure that adequate funds are available to permit the organization to carry out its mission and objectives.
- Lead Conservancy revenue generation and fundraising and ensure effective development relationship management.
- Develop and maintain sound financial practices.
- Develop the Conservancy budget in coordination with staff, the Finance Committee, and the board.
- Ensure the organization operates within budget guidelines.
- Conduct official organizational correspondence and execute legal documents in coordination with the Chair, Secretary of the Board of Directors, or designated officers.



Management and Communication

- › Work collaboratively with National Park Service personnel in all divisions and maintain effective communications with NPS leadership.
- › Build effective, enduring relationships and partnerships with community partners, such as the Cuyahoga Valley Scenic Railroad.
- › Establish sound working relationships and cooperative arrangements with park partners, community groups, and other organizations.
- › Represent the Conservancy's programs and point of view to agencies, organizations, and the general public.
- › Ensure that the Board of Directors is kept fully informed about the organization's condition and all important factors influencing it.
- › Maintain a climate that attracts, retains, and motivates a diverse, high-quality staff.
- › Examine the communities, people, places, and cultures that might be missing from the Conservancy's work and look for opportunities to increase inclusivity and access.
- › Oversee personnel recruitment, employment, and development.
- › Support staff engagement, development, and education and assist staff in relating their work to the Conservancy's mission.
- › Provide performance feedback on an ongoing basis.
- › Ensure that job descriptions are developed, that regular performance evaluations are held, and that sound human resource practices are in place.
- › Publicize the Conservancy's goals and activities.
- › Support the mission and vision of the Conservancy in all interactions with colleagues, members, and other constituents.



REQUIREMENTS AND ATTRIBUTES

The ideal President & CEO is an experienced, dynamic leader with the understanding, humility, and emotional intelligence to lead a sophisticated, partnership-focused organization and its talented staff at an important time in its history.

The ideal candidate will have outstanding interpersonal and relational skills and excel at developing, leveraging, and advancing partnerships. The position works with a wide variety of people, including Conservancy staff, community leaders, board members, donors, and NPS staff. Additionally, the ideal candidate will be creative and entrepreneurial in achieving the Conservancy's mission and maintaining the Conservancy as a leading national model of National Park partnership and philanthropic support.

Requirements

- Bachelor's degree in a relevant field or equivalent work experience required, advanced degree preferred.
- Proven success managing a nonprofit organization with a budget of at least \$4M.
- Experience working in partnership with federal or other government agencies.
- Ability to provide forward-thinking, visionary leadership.
- Experience in staff recruitment, supervision, and retention, including managing a high-level Leadership Team and creating an engaged, collaborative work environment.
- Proven ability to raise funds for a nonprofit organization.
- Excellent interpersonal, communication, public speaking, and presentation skills.
- Solid working knowledge of budget management, nonprofit administration, and strategic planning.
- Ability to respond to inquiries from staff, visitors, the media, and local community and business leaders.
- Ability to generate respect and trust from staff, organization, and external constituencies.
- Ability to read, analyze, and interpret educational and academic materials.
- Ability to define problems, collect data, establish facts, draw valid conclusions, and recommend solutions.
- Fluent with technology and computer platforms, including MS Office, Google Workspace, and other common internet and communication platforms.
- Ability to recognize a need for and maintain confidentiality related to proprietary and/or confidential information associated with the Conservancy or any related matters.



Attributes

- Integrity and a commitment to high ethics and standards.
- Humility and a mission-first mindset that can lead and support others in all situations.
- Enthusiasm for thinking about the future with a visionary spirit.
- Comfortable working in outdoor settings as well as in the office.
- Strong self-directed work ethic.
- Energy to sustain long days and work that involves multiple communities and CVNP.
- The ability to adapt to changing situations.
- A positive spirit that establishes a healthy work culture.
- Comfortable working with a wide diversity of people.
- Strong values around parks, environmental sustainability, green space protection, and access.
- Commitment to leading an organization that prioritizes inclusion and access to parks.



COMPENSATION

This is a full-time, exempt, benefit-eligible position. The President & CEO's anticipated annual salary range is \$160,000–\$200,000 commensurate with knowledge, abilities, and experience.

The Conservancy for Cuyahoga Valley National Park's generous benefits package includes:

- Five weeks paid time off annually, in addition to 10 holidays and six other paid days off to use at the employee's discretion
- Employee and dependent health benefits
- Retirement plan contribution of 3% after one year of employment and an additional matching contribution of up to 3% based on employee contribution
- Employer-paid short-term and long-term disability, and life insurance coverage

LOCATION

The President & CEO works from the Conservancy for Cuyahoga Valley National Park offices at the Hines Hill campus in Peninsula, OH. This position is not remote work eligible.

START DATE

Late Spring or early Summer 2025

TO APPLY

Visit potrerogroup.com/CCVNP and select "Apply Here." Please include a resume and a cover letter describing your qualifications that match the position criteria and respond to the application questions.

Interested and qualified candidates should apply by **March 9, 2025**, for priority consideration. The position is open until filled.

ADDITIONAL INFORMATION

More information about the Conservancy for Cuyahoga Valley National Park can be found at conservancyforcvnp.org.

For additional information regarding this opportunity, please contact:

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Image: National Park Service

Northeast Ohio

The Conservancy for Cuyahoga Valley National Park is based in Peninsula, Ohio, about 25 minutes from Cleveland and Akron and adjacent to Cuyahoga Valley National Park.

The northeast corner of Ohio generates passionate devotion from residents and visitors alike. From its history as a key waterway and crossroads for Indigenous peoples, through its essential contributions as an industrial center, to its emergence as a national cultural, parks, and community cornerstone, Northeast Ohio has a lot to offer.

Take A Look

The Conservancy encourages anyone interested in the President & CEO position to consider Northeast Ohio and envision themselves living, working, and contributing to its current vitality and robust future.

For more on Cleveland visit:

- Moving to Cleveland: thisiscleveland.com/move-to-cleveland
- A Few Fun Facts: clevelandtraveler.com/cleveland-fun-facts/
- Things To Do in Cleveland: lonelyplanet.com/usa/great-lakes/cleveland
- Cleveland Art Museum: clevelandart.org

For more on Akron visit:

- Greater Akron Chamber of Commerce: greaterakronchamber.org/
- A Few Fun Facts: movoto.com/guide/akron-oh/akron-facts/
- Things To Do In Akron: visitakron-summit.org/things-to-do/
- Akron Arts District: ohio.org/things-to-do/destinations/akrons-contemporary-arts-district

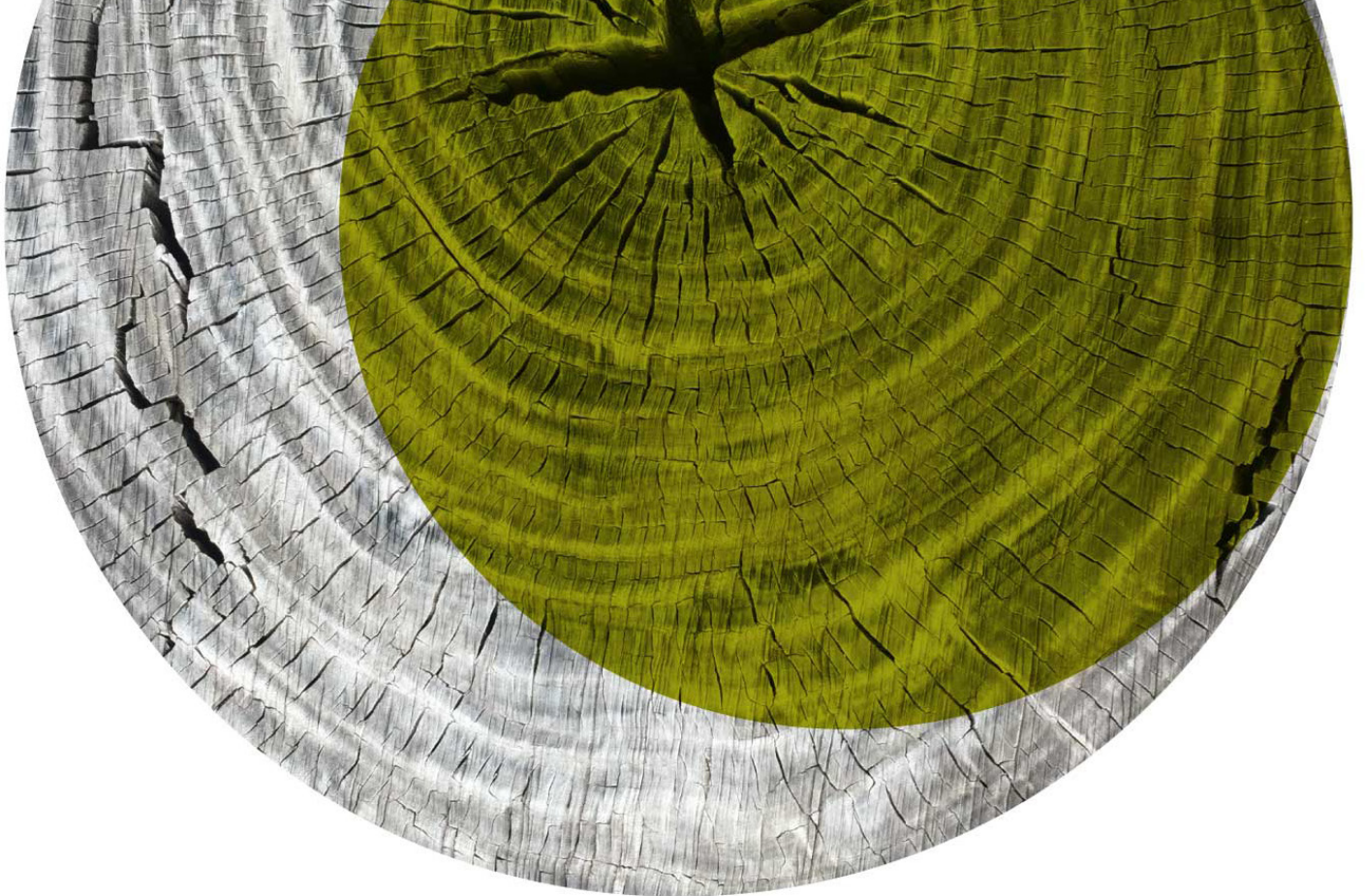
Cuyahoga Valley National Park

Celebrating its 50th year, Cuyahoga Valley National Park is just down the road but seems worlds away.

Cuyahoga Valley National Park (CVNP) is a 50-square-mile oasis of natural and historic landscapes along 25 miles of the Cuyahoga River between the cities of Cleveland and Akron, Ohio. The park offers outstanding recreational opportunities, with more than 125 miles of trails, including the multipurpose Ohio and Erie Canal Towpath Trail, the state-designated Cuyahoga River Water Trail, and the Cuyahoga Valley Scenic Railroad. With 3 million visitors annually, the park is within the top 10% most visited national parks in the country.

CVNP provides exceptional visitor experiences and enriches local communities through partnerships with Conservancy for Cuyahoga Valley National Park, especially through co-management of the Cuyahoga Valley Environmental Education Center and one of the largest national park volunteer programs in the country. CVNP's strong partnerships with the Cleveland and Summit Metropolitan Park Districts enhance land protection and recreational offerings throughout the region.

For more on CVNP, visit: nps.gov/cuva



Potrero Group is honored to coordinate this search on behalf of the Conservancy for Cuyahoga Valley National Park. Supporting a world-class park partner organization is in perfect alignment with Potrero Group's commitment to providing strategy and facilitation, board development, and nuanced executive search services to mission-driven organizations. Potrero Group supports 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

PotreroGroup.com