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CHIEF EXECUTIVE OFFICER

The Cultural Conservancy seeks a visionary and experienced leader to champion Indigenous knowledge and rights, build solidarity for Native cultural revitalization, support protectors of Native lands, and ensure effective organizational operations.



ORGANIZATION BACKGROUND

The Cultural Conservancy's mission is to protect and restore Indigenous cultures, empowering them in the direct application of traditional knowledge and practices on their ancestral lands.

The Cultural Conservancy (TCC) is a Native-led nonprofit organization founded in 1985 working with Indigenous communities throughout Turtle Island and Abya Yala (the Americas) and Moananuiākea (the Pacific). The organization is based in the San Francisco Bay Area, with headquarters on unceded Ohlone land and its land base in the sovereign territories of Coast Miwok and Southern Pomo peoples.

Join The Cultural Conservancy as it celebrates its 40th anniversary, re-roots in ancestral ways of knowing, and co-creates a future of Indigenous resurgence!

To learn more about The Cultural Conservancy's values and guiding principles, visit nativeland.org/about-us.



GUIDING PRINCIPLES



Native Peoples have a sacred relationship to the land through their genealogy, original instructions, and cultural lifeways.



Native Peoples and communities have a right to self-determination as outlined in the United Nations Declaration on the Rights of Indigenous Peoples.



Indigenous knowledge and ways of knowing and being are foundational and play an essential role in protecting environmental integrity and biological diversity.



TCC is committed to intertribal, intergenerational transmission of knowledge and to intercultural alliance-building.

POETIC GOALS

The Cultural Conservancy expresses its mission through strategic poetic goals that reflect its service to community and Native land.

The Cultural Conservancy enables community-led transformation for communities seeking cultural resiliency, food access, traditional economies, land sovereignty, and physical, spiritual, and cultural health.





OUR WORK

HERON SHADOW

Heron Shadow is a Native place of refuge and learning for community engagement, connection to the land, growing Indigenous foods, and nourishing Indigenous and intercultural relations. TCC purchased the 7.6 acres of farmland in 2019 in Sonoma County, on the ancestral lands of the Coast Miwok and Southern Pomo Peoples of the Federated Indians of Graton Rancheria.

The Cultural Conservancy facilitates, produces, convenes, builds, nurtures, and funds communities and programs that uplift holistic Indigenous knowledge and lifeways. Through land access, reciprocal learning, professional development, skills sharing, and mutual support, TCC builds solidarity between Indigenous communities in physical and virtual spaces.

Traditional Ecological Knowledge and Land Stewardship ensures that Native foodways and educational spaces are embedded in land-based Indigenous Knowledge.

Native Foodways strengthens the resilience of Native food systems through the revitalization of Native foods, lands, and lifeways.

Native Media honors traditional media and uses new media to embody and express cultural sovereignty.

Native Arts creates space for cultural arts and lifeways to catalyze cultural revitalization, community renewal, public education, and healing.

Youth and Elders are integrated into all of TCC's work, which is inherently intergenerational.



POSITION OVERVIEW

The CEO works closely with the Board of Directors and staff to execute the vision, mission, goals, and strategy of The Cultural Conservancy. They will provide leadership and foster a culture of trust and empowerment while setting and upholding professional standards of excellence and integrity. This position reports and is accountable to the Board of Directors. They are also accountable to the staff they manage, and the communities and places they serve.

The CEO will define and oversee effective and appropriate financial, administrative, and operational policies, practices, and systems. In consultation and collaboration with the board and staff, they will have the final responsibility and decision-making authority for all existing and new programs. The CEO delegates the implementation of these organizational activities to other staff and provides support and resources as necessary.



RESPONSIBILITIES

STRATEGIC LEADERSHIP

- Lead TCC in a manner that supports and guides the organization's vision, mission, and values, as defined by the Board of Directors and in partnership with the staff.
- Lead strategic planning to ensure that TCC can successfully fulfill its mission into the future.
- Envision and support TCC programs that carry out its mission and values.
- Build relationships and represent TCC with other organizations to create partnerships that increase and strengthen outcomes.
- Ensure a coherent external communication strategy, including messaging and framing, across the organization.

ORGANIZATIONAL OVERSIGHT

- Oversee, improve, and facilitate effective, appropriate policies, practices, and systems for all aspects of the organization, including human resources, finance, administration, and operations.
- Hire, supervise, train, evaluate, and retain competent, qualified staff.
- Support an organizational culture of respect, empowerment, resilience, and transformational change.
- Ensure regulatory compliance and appropriate risk management, and that insurance policies are in place to protect TCC.
- Sign on behalf of the organization all notes, agreements, contracts, and other instruments made and entered into.



PROGRAM OVERSIGHT

- ☉ Work closely with program staff to design, develop, maintain, and evaluate programs and projects.
- ☉ Ensure programs align with the overall strategic vision, goals, and policies set by the Board of Directors.

FINANCIAL MANAGEMENT

- ☉ Uphold the fiscal integrity of TCC and provide a proposed annual budget and regular financial reports to the board that accurately reflect the financial condition of the organization.
- ☉ Ensure fiscal management that maintains the organization within the approved budget and in a positive financial position.
- ☉ Work closely with the accountant and CPA to ensure compliance with TCC's tax reporting requirements.

BOARD GOVERNANCE

- ☉ Communicate effectively with the board and provide, in a timely and accurate manner, all information necessary for the board to fulfill its governance and oversight role and to make informed decisions.
- ☉ Collaborate with the chairperson(s) and executive committee of the board to enable board development and to recruit strong board members.
- ☉ Participate in and provide support to board sub-committees as needed.

RESOURCE DEVELOPMENT

- ☉ Serve as the face of TCC's fundraising efforts and inspire support for its mission.
- ☉ Partner with the development staff and the board to create and implement a comprehensive fundraising plan to support TCC's mission and growth objectives and ensure the ongoing financial health of the organization.
- ☉ Build and maintain relationships with foundations and individual donors.
- ☉ Support philanthropic and individual donor outreach and communications, including proposals and donor reports.

COMMUNITY RELATIONS

- ☉ Ensure local Native communities are aware of TCC's resources and programs, including California Indian and intertribal groups, both urban and rural.
- ☉ Help assess and respond to community requests for assistance and support.
- ☉ Oversee communications with community advisory groups.



DESIRED COMPETENCIES
AND EXPERIENCE

STRATEGIC LEADERSHIP

- Able to articulate and execute a compelling and inclusive long-term vision for the organization in accordance with The Cultural Conservancy's vision, mission, goals, and values, in close partnership with the board, staff, and partners
- Skilled in strategic planning with the ability to capitalize on opportunities and mitigate challenges, while maintaining a commitment to core values
- An experienced leader of staff and trusted thought partner to the board
- Committed to fostering a healthy and nurturing organizational culture
- Consistently displays good judgment, transparency, and unimpeachable credibility, honesty, and integrity
- Personable and collaborative, with empathy, humility, ambition, and a sense of humor
- Approaches the work with a positive outlook and fierce determination, while acknowledging that it is important the work itself is good and joyful

INDIGENOUS KNOWLEDGE AND CULTURAL COMPETENCY

- Deep understanding of the needs, concerns, and priorities of Native and Indigenous peoples, rooted in knowledge of historical and modern cultural, environmental, and political contexts
- Extensive experience working in, among, and with Indigenous communities and/or Tribal governments
- Familiar with the cultures and politics of both urban and rural California Native Peoples
- Knowledge of and immersion in traditional practices on ancestral lands is strongly desired






ORGANIZATIONAL OVERSIGHT

- A capable operations manager with experience overseeing budgets, staff, and programs to ensure alignment with strategic goals
- Experience overseeing, improving, or creating the necessary human resource, financial, administrative, and operational systems
- An intuitive and adaptive leader who can uplift, motivate, and empower a diverse, distributed team, fostering a culture of collaboration, camaraderie, accountability, mutual respect, and trust
- Strong financial acumen with the ability to oversee budgeting, forecasting, and financial planning to ensure fiscal responsibility, sustainability, and effectiveness
- Manages competing priorities while maintaining attention to detail and accurately tracking and reporting on metrics and activities
- Decisive, action-oriented, and comfortable working through complexity and ambiguity to create structure, clarity, and consensus



PARTNERSHIPS

-  Easily builds trusting relationships, actively listens, shares information transparently, and works effectively with partners to achieve shared goals
-  Experience handling sensitive topics with tact, transparency, and composure, ensuring relationships remain positive and productive
-  Engages in regional, national, and international Indigenous relations and solidarity movements to address common issues



FUNDRAISING

-  Successful track record of designing and implementing a fundraising strategy that supports the organization's mission and long-term goals
-  Experience in identifying, cultivating and maintaining productive relationships with diverse funding streams, including foundations, government grants, and individual donations
-  Demonstrated success in building and sustaining relationships with high-net-worth individuals to secure transformational gifts

PUBLIC COMMUNICATION

-  Exceptional interpersonal, written, and oral communication skills
-  Inspirational and motivating; able to articulate the organization's vision, goals, and strategies in a way that resonates with diverse audiences and ignites passion and commitment in others
-  A skillful storyteller who can elevate the profile, reputation, awareness of and support for The Cultural Conservancy and its programs



COMPENSATION

This is a full-time, exempt, benefit-eligible position. The anticipated annual salary range for this position is \$175,000–\$200,000, commensurate with experience.

The Cultural Conservancy provides a comprehensive benefits package including 10 days of PTO, 11 paid holidays, employer-supplemented health benefits package including 100% coverage of employee health premiums at Kaiser Gold HMO level or equivalent, dental/optical insurance, and a 401(k) retirement plan.

LOCATION

This position will be based in the greater Bay Area, California. The Cultural Conservancy's office is located in The Presidio in San Francisco. Regular travel to Marin and Sonoma Counties is expected.

START DATE

Autumn 2025

TO APPLY

Visit potrerogroup.com/tcc to 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.

Interested candidates should apply by **June 16, 2025** for priority consideration.



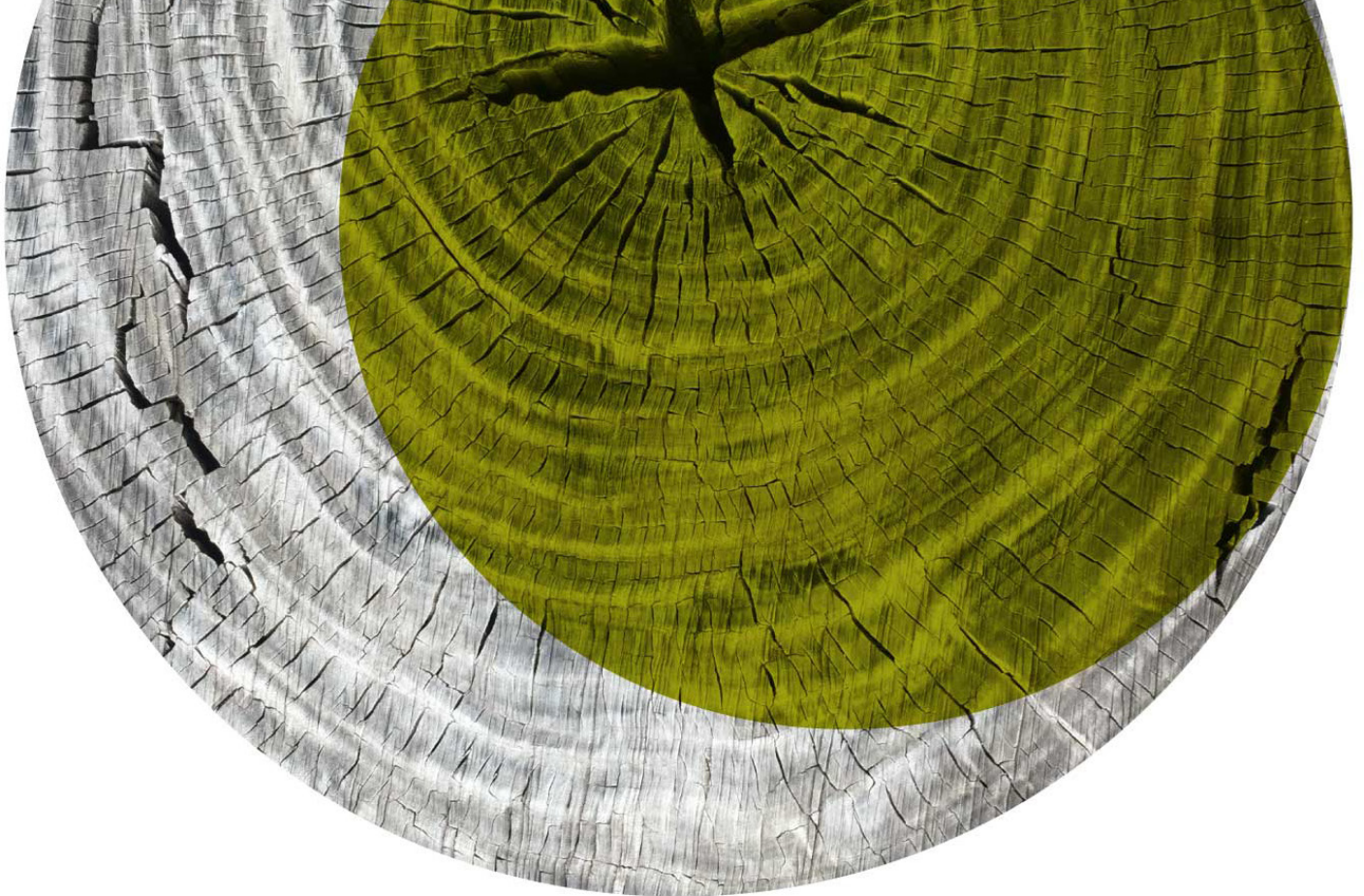
ADDITIONAL INFORMATION

More information about The Cultural Conservancy can be found at nativeland.org.

For additional information regarding this opportunity, please contact:

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Potrero Group is honored to coordinate this search on behalf of The Cultural Conservancy. We support innovative leaders and organizations making a difference in the world with strategic planning, facilitation, organizational development, and board and executive search services. We are committed to equitable and inclusive practices in all of our work.

To join our mailing list or for more information, please visit PotreroGroup.com.