The Snow Leopard Conservancy (SLC, see below; snowleopardconservancy.org), is seeking a committed, passionate and enterprising individual, with proven success as a manager, fundraiser, and networker to lead SLC forward, as the Founder/Director, Dr. Rodney Jackson transitions away from day-to-day leadership. This will take no more than 1-2 years with Dr. Jackson focusing on special projects, mentoring of range-country program partners and supporting fundraising activities.

This is a unique opportunity for a leader experienced in working with conservationists and with organizations in developing countries; someone who understands the power of collaboration toward protecting endangered species like snow leopards; the need to improve local livelihoods; address key threats underlying threatened species and their habitats/ecosystems; the importance of reviving indigenous cultures and traditional conservation practices; and building capacity of partner organizations to lead such conservation efforts.

Job Description and Responsibilities: The Vice-President will assume substantial responsibility from the Founder/Director in maintaining SLC’s existing conservation and education programs, and expanding these programs where appropriate, while working from SLC’s Sonoma, California Headquarters to:

- Serve as a trusted and visionary representative for SLC, engaging local to global audiences
- Supervise and energize SLC staff, board, and partners to achieve strategic goals
- Grow financial resources necessary for achieving SLC’s vision
- Embody SLC’s commitment to blending science and traditional knowledge, collaboration, trust, innovation, inclusivity, and diversity

Seniority Level: Senior management/executive functions
Reports to: Founder/Director and Board of Directors
Employment Type: Full time
Job Function: Institutional operations oversight, growing fundraising, and expanding SLC’s ability to build conservation skills amongst organizations in snow leopard range-countries.
Institutional Modus Operandi: Field-based conservation and education programs and actions are implemented by in-country organizations and/or conservation professionals (partners) which SLC specifically recruits and contracts

Specific Responsibilities of Vice-President: Oversee SLC’s operations, improving procedures where appropriate, developing and managing project budgets, developing and implementing strategic plans, refining policies and procedures as necessary, communicating SLC’s goals to donors, and leading institutional fundraising initiatives for underpinning general operations and range-country programs.
Leadership

- Work with the Board of Directors and Founder/Director to update and execute the organization’s long-term strategy;
- Supervise long-term budgeting, project financing, staff recruitment, and development required for success of the strategic plan;
- Collaborate effectively with range-country partners and associates.

Fundraising and Development

- Assume leading role in fundraising and donor recruitment efforts, with support from Founder/Director;
- Oversight of foundation grants, institutional support, and public donations, including donor engagement;
- Oversight of staff communications with range-country partners and supporters of SLC’s programs, including funding and program reporting;
- Raising SLC’s profile within philanthropic circles;
- Facilitating SLC and its partner capacity for project monitoring, evaluation and reporting, including sharing successes and failures through informative storytelling and related outreach;
- Represent SLC at conferences, fundraising events, and meetings with donors, with support as appropriate from Founder/Director.

Financial and General Operations Management

- Maintain best nonprofit practices and fiscal accountability, ensuring accurate, timely, actionable, and transparent financial records (with assistance of bookkeeper and accountant/CPA);
- Manage overseas contractual operations and ensure these comply with US, international, and local laws;
- Assist Director and staff navigate issues like corruption, poor transparency, or unethical business practices prevalent in some range countries;
- Provide oversight for staff, associate and/or consultant monitoring of field programs and embedded partnerships;
- Supervise HQ office staff (currently six), ensuring a positive and productive work environment;
- Oversee program and project budgets and manage resources within budgetary guidelines;
- Work with IT specialist to ensure organization’s electronic systems and donor database are secure from unauthorized access.

Qualities

- Understands the mission of SLC and importance of respecting local cultures and the values partners bring to conservation actions on the ground;
- Strong commitment to good governance and non-profit business practices;
- Ability to manage a range of individuals from in-country organizations, individuals, and Ph.D. level scientists, recognizing each has value and experiences that contribute to the issue;
- Works well in a partnership capacity with government, nonprofits, institutions, and community leaders.

Qualifications

- At least five years of experience in executive-level management of a nonprofit;
- Masters and/or MBA or equivalent. Science/environmental knowledge or background is preferred, but not essential;
- Excellent people leadership, management, and team building skills;
- Excellent communication and interpersonal skills; sensitivity to other cultures;
- Effective at working with others to reach common goals and objectives;
- Demonstrated efficacy on a strategic level as well as an operational level;
● Experience with conservation, educational, or economic development organizations in developing countries, especially in Asia and snow leopard range countries an added advantage;
● Deep motivation, driven by the mission of the organization;
● Willingness to work in Sonoma;
● Negotiable competitive salary (assured funding for up to 12-18 months).

To be considered as an applicant
● Email resume and cover letter as a pdf, including a list of three references, to: jobs@snowleopardconservancy.org
● Include in the subject line: “SLC Vice President position”
● No phone calls please -- Documents must be submitted by email
● *Applicants without a cover letter explaining their interest in this position along with the skills they bring to bear will not be considered.

*Submission of your application is not an offer of employment or an employment contract.*

**Equal Employment Opportunity:** The Snow Leopard Conservancy (SLC) is an equal employment opportunity employer and does not discriminate against applicants or employees because of race, color, religion, national origin, sex, sexual orientation, age, citizenship status, disability status of an otherwise qualified individual, membership or application for membership in an uniformed service, or membership in any other class protected by applicable law and will make reasonable accommodation for applicants with disabilities to complete the application and/or participate in the interview process.

This policy applies to all terms and conditions of employment, including, but not limited to, recruitment, hiring, placement, promotion, training, termination, layoff, recall, transfer, leaves of absence, and compensation.

**Information on the Snow Leopard Conservancy:** A California registered 501 (c) (3) nonprofit, SLC is one of only two organizations in the USA solely devoted to conservation of the rare snow leopard. Found in the high mountains of twelve Central, South, and East Asian countries, snow leopards are threatened with extinction. SLC cooperates with local (in-country) non-profit organizations, governments and individuals in seven countries (Bhutan, Nepal, Pakistan, Mongolia, Russia, Kyrgyzstan, and Tajikistan), providing small-grants for implementing conservation, education, and research projects targeting key threats affecting survival of this top-predator. SLC’s vision centers on promoting community-based land and species stewardship, seeking solutions that blend traditional knowledge with western scientific approaches. We work closely with indigenous people as well as national and international scientists to ensure snow leopards are valued alive, rather than dead, by local communities.

With an annual budget of about $625,000, SLC has a solid, trend-setting record for new innovative conservation techniques, for fostering compassionate human-sensitive approaches to conservation that grow from grass-roots collaboration with livestock herders and remote, rural communities located in snow leopard habitat. SLC’s long-term goal centers on building the capacity of local organizations and talented individuals in select range countries, so they are able to move forward as independent, effective forces for conserving snow leopards and other biodiversity of mountain habitats.