

Southern Oregon Climate Action Now

SOCAN

Confronting Climate Change

<https://socan.eco>

Southern Oregon Climate Action Now (SOCAN)

**Seeks First Executive Director
(full-time)**

Location: Southern Oregon
Date Posted: November 18, 2023
Date Closes: December 15, 2023, 5pm (PST)
Anticipated Start Date: February 1, 2024

Southern Oregon Climate Action Now

SOCAN (socan.eco), a 501(c)(3) nonprofit organization established in 2012, was the first grassroots climate activist group to form in Southern Oregon. The SOCAN mission is to promote awareness and understanding about the science, causes, and consequences of climate change. We work with individuals and organizations in Southern Oregon, statewide, nationally, and internationally to advocate for both personal and governmental actions that reduce the emissions and atmospheric concentration of greenhouse gases. Within this framework, we are committed to supporting climate solutions that address the social injustices that have undermined vulnerable communities for many decades and that still plague our society today.

Our Approach

Our projects are volunteer-driven. SOCAN currently lists some 20 projects exhibiting varying degrees of activity, arranged under five program headings: Government, Education, Natural Resources, Transportation and Community Outreach. These projects are all led by committed volunteer activists who use their knowledge and skills to develop and conduct their projects. The SOCAN Executive Director will be responsible for continuing to foster this inclusive and collaborative atmosphere, ensuring that projects are consistent with our mission and goals. This will include maintaining communication channels among project leaders.

Position Overview

The successful candidate will undertake the core tasks listed below as the sole salaried staff member in collaboration with the current co-facilitators, the Development Associate, SOCAN activists, and the board of directors. The ED will be responsible to the SOCAN Board of Directors and report directly to the board president.

This is a 40 hour per week position, though days and times are flexible. Since SOCAN does not have an office, the ED will work remotely with attendance at in-person events and meetings in Southern Oregon as well as occasional travel to Salem for legislative action.

Position Responsibilities:

- **Transition and Strategic Planning:** Work in collaboration with the co-founders/co-facilitators, and the board of directors to facilitate the transition from a founder-led initiative to sustainable organization in the long-term. Collaborate with the board and leadership circle in developing strategic plans.

- **Program Management:** Oversee and promote SOCAN programs, projects, and activities, in collaboration with staff, the SOCAN Leadership Circle and other volunteers. This will include timely reports to the SOCAN Board of Directors.
- **Communications:** Implement the SOCAN mission and serve as the primary spokesperson for the organization.
- **Financial Management:** Create for board approval and maintain the annual budget for the organization, with an emphasis on maintaining a financially viable organization. Create financial reports for the SOCAN Board of Directors.
- **Operations:** Manage day-to-day operations including Human Resources, Information Technology, and web maintenance.
- **Fundraising:** Lead fundraising efforts through donor development, fundraising campaigns and events, and report on fundraising to the board. Research new grant opportunities, manage grant writing, implementation and tracking and report to the board.
- **Staff and Volunteer Supervision and Support:** Foster an inclusive and collaborative environment for SOCAN volunteers and staff to share ideas that develop and strengthen SOCAN programs. Supervise and support staff and volunteers.

Minimum Qualifications:

1. Experience in nonprofit management.
2. Understanding of climate science.
3. Effective written and verbal communication skills.
4. Creative at problem-solving.
5. Skillful at leadership, management and promoting a collaborative environment.
6. Ability to offer fair and sensitive critique to others.
7. Sense of humor, friendly personality, and a positive attitude.
8. Energetic, enthusiastic, and passionate about addressing the climate crisis and motivating others to do likewise.
9. Strong financial management skills.
10. Experience with grant writing, reporting, and other fundraising.
11. Committed to Diversity, Equity, Inclusion and Justice.
12. Adept at managing, or rapidly learning how to manage, relevant technology.
13. Availability to work occasional evenings and weekends for in-person events and meetings.

Preferences:

1. Understanding of the socio-political environment of Southern Oregon.
2. A resident of, or commitment to become a resident, of Southern Oregon.
3. Experience in leadership of a non-profit with an environmental/climate focus.

Compensation and Benefits:

Competitive salary, including benefits, dependent on experience; \$60,000 – 70,000, full-time. These benefits include flexible schedule and work environment, and medical care stipend.

To Apply:

Interested persons should submit via email a cover letter explaining their interest and relevant experiences that qualify them for this position, resume and names and contact information of three professional references to Bill Gorham (Bill@socan.eco) by Friday, Dec 15 at 5pm (PST).

Additional information about SOCAN is available at socan.eco

If you have any questions about this position, please contact Bill Gorham (Bill@socan.eco).

Equal Opportunity Statement:

Southern Oregon Climate Action Now is an affirmative action/equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.