

## Equity and Inclusion Director

Conservation Trust for North Carolina (CTNC) seeks candidates for the position of Equity and Inclusion Director. Applications will be accepted until September 3, 2019 or until position is filled.

### **Position Summary**

Conservation Trust for North Carolina (CTNC), a statewide conservation organization based in Raleigh, seeks an Equity and Inclusion Director to join us in our efforts to develop a new approach to conservation that accounts for differences in opportunities, barriers and needs to ensure all people share in the benefits of healthy lands, regardless of their background. We seek a motivated candidate to guide equitable program strategy and design, research development of a race equity consulting service, support staff and board in co-creating our internal race equity practice, and cultivate and maintain community and partner relationships. This position will be based at our office in Raleigh, located at 1028 Washington Street, Raleigh, NC 27605. Read more about our values, priorities, and projects at [ctnc.org](http://ctnc.org).

### **CTNC's Commitment to Diversity and Inclusion in the Workplace, and Race Equity Practice**

Conservation Trust for North Carolina values diversity in all its many forms: diversity of demographic identity, experience, and thought. We seek to create an inclusive work culture where all staff and board members are valued for the diversity they bring to the organization.

We are committed to conserving land in ways that inspire and enable people to build resilient, just communities. We commit to using our institutional power and influence to push for systemic change where all people – regardless of race – share in the benefits of land conservation. At the personal level, we call upon all staff and board members to commit to ongoing learning about racial oppression and ongoing efforts to realize racial equity in conservation. To do this, we're committed to our own process of transformation and holding ourselves accountable to leading with values instead of outcomes. We measure our success by how well we live up to our values and how much we change the future through applying those values to conservation actions.

### **Essential Duties**

#### *Program Strategy and Design (30%)*

- Provide strategic guidance on our programs (land protection, service, climate resilience, etc.) to ensure equity, in particular racial equity, is central to how we design, implement, and track our work
- Identify and support staff in implementing strategies that work to build a new legacy of equity and inclusion in conservation, including conceptualizing new ways to utilize conservation tools and resources to disrupt systems of inequity

#### *Race Equity Consultancy (20%)*

CTNC has a history of helping conservation organizations build their individual and collective knowledge and skill in equity and inclusion. Now we are interested in determining the feasibility of a formal consulting practice, specifically for race equity in the context of conservation.

- Develop a strategy and vision for a race equity consultancy
- Develop the business model, including determining clients, activities, resources, revenue sources, and cost structure

- If deemed feasible, lead design of the program, including the consultancy process, support offerings, and measures to assess impact

#### *Internal Race Equity Practice (25%)*

- Support co-creation of a culturally inclusive work environment, grounded in equity and appreciation for diversity
- Co-lead with the Executive and Finance Directors processes to review, revise and evaluate the employee handbook and other organizational policies and procedures through a race equity lens
- Support staff and board in their personal and interpersonal learning, reflections, and analysis of race and conservation
- Provide staff leadership for the Diversity & Equity Committee of the Board
- Work with the Executive Director to create accountability mechanisms for staff to advance their race equity knowledge, skills and practice
- Serve as an active and collaborative member of the Executive Director's leadership team
- Engage all CTNC staff in reaching strategic equity goals, listening to understand challenges and help identify solutions

#### *Cultivating & Maintaining Strategic Relationships (15%)*

- Maintain existing relationships and build new partnerships with cultural and community-based organizations
- Cultivate readiness in CTNC to meaningfully engage with communities that have been systematically excluded from conservation
- Engage with communities to examine connections with land and traditional conservation organizations, envision what equitable conservation would look and feel like, and get to a state of willingness to come to the table with traditional conservation organizations
- Collaborate with cross-sector teams to amplify the impact of conservation work and increase access to the benefits of conservation

#### *Fundraising (10%)*

- Identify and develop relationships with potential funders
- Write grants and reports to funders
- Share the work of CTNC with potential donors

#### **Education and Experience**

- College degree or equivalent experience
- Minimum 3 years of nonprofit experience or equivalent, especially working with white-led organizations to advance race equity work

#### **Essential Skills and Competencies**

- Experience facilitating frank conversations about race and fostering alliances across difference
- Strong interpersonal skills, including ability to develop trusting relationships with individuals from different backgrounds
- Critical thinker with ability to manage competing demands and work independently without close oversight
- Entrepreneurial, confident self-starter
- Excellent written and oral communication skills

- Demonstrates foundational understanding of how racial and power dynamics impact supervisory and team relationships, and organizational culture

### **Desired Attributes**

- Demonstrates knowledge of the racialized history of the conservation sector, land ownership, land loss, exclusion, and inclusion in an American, particularly Southern, context
- Demonstrates knowledge of how institutional and systems change happens
- Flexible and adaptable work style with the ability to work some nights and weekends
- Supports a culture of collaboration and appreciation in which colleagues work together to succeed and/or celebrate each other's hard work
- Willing and able to work in a predominantly white organization and in support of other predominantly white organizations
- Sense of humor
- Commitment to CTNC's mission and its importance to the people of North Carolina

### **Compensation and Benefits**

The salary range is \$55,000 - \$60,000, commensurate with experience and abilities, and is negotiable. Current benefits include health insurance, HSA contribution, 403(b) match, long-term disability, cell phone stipend, 9 paid holidays plus 3 floating holidays, as well as vacation, sick, and personal paid leave.

**To apply:** Submit one document that includes your cover letter, resume and three references via email to:

Caitlin Burke  
Associate Director  
[hr@ctnc.org](mailto:hr@ctnc.org)

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*Conservation Trust for North Carolina is an Equal Opportunity Employer and values diversity of all kinds in its workforce. CTNC prohibits any discrimination in carrying on its mission on the basis of race, color, religion, sex, age, national or ethnic origin, disability, sexual orientation or marital status. This includes all programs, projects, events and any other related activity sponsored by CTNC.*