



Position Profile

Title: Senior Director of Strategic Partnerships

Reports to: Executive Director

This is a senior leadership position responsible for working closely with the Executive Director on cultivating and solidifying partnerships, strategy development and implementation, institution building, and advocating for relevant public policy. The incumbent will work closely with Program Directors to identify strategic partnerships, maintain momentum in partner conversations, and build actionable plans with our partners for our program staff to implement. The incumbent will also be responsible for building and implementing an advocacy platform that leads to positive outcomes for Landforce crew members and the environment, as well as advising and assisting to create a broader base of Landforce supporters. While this position is not primarily a fundraising position, the incumbent will support the Executive Director's fundraising work by taking the lead on relationship building that falls within their purview, notably, but not limited to, government opportunities.

RESPONSIBILITIES

The essential functions of the job include but are not limited to the following:

1. Serve on the Executive Management Team to think strategically and create opportunities for Landforce while advising on advocacy, outreach, and implementation of relevant best practice.
2. Lead select partnership conversations with program partners (advocacy, employers, stewardship clients, other nonprofits, elected and municipal officials,) in order to help with Landforce's strategic expansion.
3. Work with the Executive Director, Communications Manager and the rest of the Landforce team to develop communications strategies (with the assistance of consultants) that integrate advocacy, development, legal initiatives, marketing and program messaging to increase Landforce's visibility to new, diverse, and existing external audiences and stakeholders; grow Landforce's effectiveness and influence; and enhance understanding of and financial support for the organization's work.
4. Help craft media messaging.



5. Take primary responsibility for building relationships with elected officials and municipalities to ensure Landforce can take strategic advantage of growth opportunities and effectively advocate, alongside partners, for our organization and relevant policy matters.
6. Create and implement an advocacy plan in consultation with the Executive Director, staff, crew members, and Board of Directors.
7. Monitor marketing trends and policy content relevant to Landforce's mission, and translate information into compelling, actionable and effective strategies.
8. Advise and support the Executive Director in the development and partnership building processes with local and national foundations, major gifts, and individual supporters, including drafting of proposals and reports, and leadership on fundraising campaigns.
9. Provide input to the organizational budget.
10. Work with the Executive Director to interview, select, and train any employee that reports to the SDSP.
11. Occasionally work alongside Landforce in land stewardship activities and workforce development activities in order to foster and strengthen relationships with Crew Members.
12. Provide all required documentation in a timely manner, which may include: monthly KPI reports, advocacy reports, and others that may be determined.
13. Participate in weekly Team Meetings along with Crew Members and staff, in Senior Leadership Meetings with other Directors, in Communications Meetings with Communications Manager, and in Board Meetings when needed.
14. Adhere to organization policy, procedures and the professional code of ethics.
15. Perform other assigned related duties as required for the success of the organization.

REPORTS PREPARED:

Grant Applications/Proposals/Reports
Salesforce Donor Reports
Key Performance Indicators

INTERFACE:

Internal - Must interface positively with all Landforce staff and crew members.

External - Must interface positively with partners, community members and other stakeholders.

QUALIFICATIONS:



The ideal candidate is an organized, self-motivated, adaptable leader with strong interpersonal skills, possessing experience with and an understanding of effective partnerships, fundraising/development, political dynamics and the media. They also operate with a strong justice, diversity, and environmental lens.

Education – 7-10+ years of operational experience in a complex organization required; background in public policy, supporting elected officials, fundraising/development, communications, political campaigning and/or organizing preferred. While we envision someone who has completed a Masters Degree in public policy or a related field, we also acknowledge that lived experience can sometimes substitute for formal education. Demonstrated experience and results are the most important.

Experience –

1. Superior problem-solving, organizational planning, and written and oral communication skills.
2. Experience with strengths-based communications.
3. Exceptional management, leadership, presentation, research, and written and oral communication skills.
4. Strategic and analytical thinker.
5. Strong organizational and time management skills, ability to troubleshoot, prioritize, multitask, manage several projects at once and be collegial under pressure and meet tight deadlines.
6. Experience working with diverse communities across race, economic, ethnic, political and geographic boundaries.
7. Strong interpersonal and relationship building skills.
8. Experience managing a diverse and highly skilled team with capacity to give and receive feedback graciously.
9. Ability to rally support, spearhead initiatives and work as both a member of a dedicated team and as an independent self-starter.
10. Ability to work independently with a strong sense of focus, task-oriented, non-judgmental and open personal qualities, and a clear sense of boundaries.
11. Entrepreneurial spirit and drive, creative problem solver, high degree of professionalism, and a “can do” attitude.
12. A demonstrated passion for justice, equity, and environment.
13. Willingness and ability to be both a leader and a team member.
14. Familiarity with Pittsburgh players is a strong plus, but not required.
15. Ability to work locally (because of the nature of our work, we find it works best when our teams spend time together in the office, although a combination of home/office work is possible.)



Landforce values diversity as a cornerstone to our success as an organization. We acknowledge the differences and similarities that all employees bring to our team. We are committed to creating an atmosphere that fully utilizes the unique capabilities of each employee, and where all employees are treated with dignity and respect. Landforce is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, creed, color, religion, alienage or national origin, ancestry, citizenship status, age, disability, sex, gender identity, marital status, veteran status, sexual orientation, genetic information, arrest record, or any other characteristic protected by applicable federal, state or local laws.

SPECIAL REQUIREMENTS:

The incumbent may on occasion work alongside Crew Members as they engage in their daily work routine as a way of building rapport with Crew Members. In order to fulfill this part of the job requirements, the employee should be able to: walk on uneven, rough and steep terrain as well as paved and unpaved trails, use hands and arms to handle and manipulate or control objects or tools, and operate foot controls on equipment. The employee is required to stand and occasionally sit, climb, balance, stoop, kneel, crouch, and crawl. This position requires an ability to navigate stairs. The employee may carry items weighing up to 50 pounds. The employee may be exposed to a variety of environmental conditions including extreme cold, extreme heat, and humidity, as well as wet and slippery conditions. While outside, the employee may be exposed to direct sunlight, dust, pollen, insects, and equipment exhaust fumes.

The employee may travel to locations in the service area as well as other locations in and out of the City of Pittsburgh. The individual will also have close contact with a computer screen. Weekend and evening hours may be required to attend board meetings, community forums, special events, and to meet specific deadlines.

POSITION DIMENSIONS: (Non-Exempt Employee Status)

No. of employees supervised directly: Due to organizational expansion, the position will ultimately transition to supervise between 1 & 4 people, but initially 0.
No. of employees supervised indirectly: 0

Note: Landforce retains the right to modify this position profile at any time.