

Howard T. Odum Springs Institute Executive Director Search Opens August 1, 2023

Executive Director General Job Description

The Howard T. Odum Florida Springs Institute (FSI) is accepting applications for Executive Director (Director). FSI's Director is responsible for achieving FSI's mission and goals, with a focus on providing springs science, education, and outreach. The Director should have the expertise, fund raising ability, vision, and passion to implement FSI goals and to sustain and improve the organization in the future. Specifically, the Director is responsible for developing and implementing scientific studies and monitoring programs; public education programs; and outreach to policy makers and community leaders. The Director is also responsible for achieving the organization's fundraising objectives and managing its overall financial affairs. The Director operates under the authority of the FSI Board of Directors (Board) and serves as a doer and leader, guiding the staff to ensure that FSI's mission and goals are achieved.

Interested applicants are referred to the detailed description of desirable qualifications at: <https://floridaspringsinstitute.org/get-involved/work-with-us/>

Detailed Qualifications/Information

Scientific Research and Monitoring Program Leadership

- Designs and implements studies needed to fill gaps in the scientific understanding of Florida Springs, with a focus on developing and maintaining accurate science to inform policy pertaining to springs protection, restoration, and management.
- Designs and implements data monitoring programs on springs-related resources.
- Oversees the "SpringsWatch" citizen science program and develops other citizen science programs as resources become available.
- Communicates scientific **understanding and** data to the public, to policy makers, and to local leaders.

Community Education, Outreach, and Engagement Leadership

- Develops and implements educational programs, such as the "Springs Academy" and "Springs Field School" that educate the public about springs science and policy.
- Educates federal, state, and local policy makers about springs science as it relates to protection, restoration, and management of springs.
- Develops and effectively uses FSI's website, social media tools, and opportunities for face-to-face communication.
- Positions FSI as a leading voice in the development of springs protection, restoration, management science and policy.
- Builds relationships with key stakeholders, including other non-profit organizations, educational institutions, community organizations, state agencies, property owners, and sponsors.

Organizational Performance

- Works with the Board to develop and lead strategies for achieving FSI's mission, goals, and financial sustainability.
- Maintains and utilizes a working knowledge of significant developments and trends in the fields of springs science, as well as local, regional, and state policies that are needed to promote the health of Florida's springs.
- Develops and executes ambitious, but achievable plans for resource development, e.g., cultivate positive relationships with institutional sponsors such as foundations, government agencies, corporations, and others.
- Oversees strategic plan implementation, assesses, and reviews program activities, and monitors need for change.
- Oversees and manages Board participation through meetings, conference calls, and online communications.
- With the Board, actively identifies potential Board and Advisory Panel candidates who can strengthen FSI's diversity and capacity.
- Supports the development of policies and organizational culture to attract and retain additional diverse staff in key positions, commensurate with needs and available funding.
- With the Board, assures adequate control and accounting of all funds, in accord with sound financial practices.
- Provides direction, guidance, and oversight to staff.
- Works with the Board to prepare budgets and reports, monitor progress, and initiate changes (to operations and/or to budgets) as appropriate. Sees that official records and documents are retained; ensures compliance with federal state and local regulations (examples: Tax Form 990, payroll withholding, rental agreements).

Minimum Qualifications

- B.S. and preferably M.S. in a scientific field related to natural resources (preferably aquatic resources).
- Experience designing and conducting scientific studies and monitoring programs.
- Experience in fundraising, including the generation and success of grant proposals.
- Experience designing and conducting educational programs.
- Proven ability to present scientific information to the public and to policymakers.

An ideal candidate will also have the following:

- A Ph.D. in a scientific field related to natural resources (preferably aquatic resources).
- Knowledge of Florida Springs ecology.
- Expertise in systems ecology.
- A track record of success in obtaining grant funding.
- Experience working for a non-profit organization.

Compensation

Negotiable salary and benefits commensurate with experience. After an initial period, the Director will be responsible for raising at least part of his or her salary through grants, contributions, and fundraising efforts.

Time Commitment

Full-time. Requires working occasional evenings and weekends.

Office Location

Florida Springs Welcome Center, 18645 Main Street, High Springs, Florida 32643.

To Apply

Please email your resume and cover letter to Bob Knight (bknight@floridaspringsinstitute.org) and Haley Moody (hmoody@floridaspringsinsitute.org). Screening begins immediately and we will close the application period at midnight on September 30, 2023. The intended starting date for this position is January 1, 2024, but please list in your cover letter if you have any requests for an earlier or later starting date.

Howard T. Odum Florida Springs Institute

Mission

The mission of the Florida Springs Institute is to be a focal point for improving the understanding of springs ecological health and to foster the development of science-based education and management actions needed to restore and protect springs throughout Florida.

Goals

- *Maintaining a quantitative baseline of springs ecological data that documents existing environmental conditions and trends over time.*
- *Disseminating current accurate comprehensive knowledge and information about Florida's springs to the public and their leaders.*
- *Developing and promoting management actions needed to reverse adverse changes occurring in many springs in the state.*
- *Promoting a sustainable economy throughout the regions of Florida springs and rivers that will maintain healthy springs.*
- *Supporting wise land use practices to reduce pollution and restore historic flows that will contribute to healthy spring ecosystems.*
- *Increasing the public's awareness of the threats to springs and the need to support basic springs science that will uphold their natural and economic values.*