



**BAY AREA
WILDERNESS
TRAINING**

1100 57th Ave
Oakland, CA 94621

Executive Director Job Description

Bay Area Wilderness Training (BAWT) is hiring an Executive Director to lead this community-oriented, Oakland-based 23-year old organization. Join a growing, dynamic team of outdoor leaders, enthusiasts, and advocates! Please find our organization overview at the end of this job description.

Mission & Vision Statement

BAWT's Mission is to create equitable access to outdoor experiences for youth of color and low-income youth. BAWT envisions a generation of social and environmental leaders, inspired by positive and meaningful experiences in nature, who reflect the diversity of their local community.

The Role

This position is a unique opportunity to lead a community-focused and resourceful organization into the future. Our goal is to find a leader with a direct affinity for our mission that can help BAWT to magnify its impact as well as grow their own leadership and strengths. As the Executive Director you will oversee a growing team; have strategic and operational responsibility for revamping, streamlining and lean-growing the organization as you and the BAWT team build the organizational capacity and systems to effectively meet local demand and needs and sustainably and inclusively support the longevity of the mission.

In this role, you will lead a current team of 6 passionate outdoor professionals working hard to develop and implement programming/initiatives to increase equitable access to the outdoors through four main pathways:

1. Gear Library management focused on providing large camping equipment loans of the over 8,000 items of gear owned by BAWT.
2. Train-the-trainer courses for youth educators focused on outdoor education and leadership development
3. Scholarships and stipends to support local, mission-aligned youth trips and outdoor leader training
4. Supporting a community of local organizational leaders and educators who are outdoor stewards through resources and skill building opportunities for taking youth outdoors.

This is a full-time position that reports to BAWT's fiscal sponsor Earth Island Institute.

Location, Work Hours & Compensation

You will be based in the main BAWT office located in the Lockwood Gardens/Coliseum neighborhoods of Oakland. The position is full-time, exempt with a schedule adhering to business hours Monday - Friday with some weekend, evening and special event work required as needed. Salary ranges from \$90,000 to \$100,000 with access to all BAWT leadership courses; access to professional development opportunities; access to gear loans; paid vacation and sick days; and medical benefits.

Required Qualifications

- Demonstrated strategic leadership with comparable environment and outdoor education non-profit organizations.
- Demonstrated knowledge and experience in fundraising (3 years min.), particularly with foundations and major donors.
- A strong understanding of nonprofit best practice, financial management, and fundraising. Familiarity with fiscal sponsorship is a plus.
- A strong commitment to diversity, equity, inclusion, and environmental justice, including an understanding and awareness of how DEI work and barriers to access impact outdoor recreation and education.
- Strong communication and interpersonal skills working with staff, interns, volunteers, funders, stakeholders, and the general public.
- Experience leading a team to foster a healthy and inclusive workplace culture
- Experience working in leadership positions within small and tightly-resourced and/or rebuilding non-profits/organizations

Responsibilities & Duties:

Strategic Planning, Fundraising, & Financial Management with focus on building capacity and ensuring long-term sustainability

- Oversee strategic, business, and fundraising planning
- Develop Annual Budget and manage expenses to maintain adequate cash flow
- Responsible for fundraising and grant management in conjunction with the Development Director
- Collaborate with stakeholders on fundraising, planning, and program development

Team Leadership and Staff Management with focus on mission, values, and sustainability

- Responsible for staff and team development - including employees, contractors, and volunteers
- Build an Advisory Council to serve as leadership support in the areas of fundraising, planning, and program development

Program Partnerships & Collaborations

- Oversee development of program, service, and funding partnerships which build on BAWT's training and gear library
- Ensure development of programs, systems, and staffing to support key collaborations

Program Development

- Ensure development and implementation of high quality programs which build on BAWT's training and gear library
- Develop feedback/evaluation tools to ensure high quality programs and facilitate communication

Operations & Risk Management

- Oversee smooth operations of both training and gear library programs
- Responsible for establishing and maintaining safety procedures in all aspects of program and operations

Accountability

- Responsible party accountable to BAWT's fiscal sponsor Earth Island Institute

To Apply

Please send a resume and cover letter highlighting your relevant skills and experience to: jobs@earthisland.org with *BAWT Executive Director* in the subject line. This position is available immediately. Applications received by February 20, 2023 will receive priority consideration though the position will be open until filled.

Organization Overview

Bay Area Wilderness Training (BAWT) is a 23-year-old organization dedicated to lowering the barriers that prevent youth from accessing the outdoors. BAWT's scalable train-the-trainer model equips hundreds of teachers and youth workers with the knowledge and technical outdoor and facilitation skills to communities of youth on transformative trips into the outdoors.

BAWT's mission is to create equitable access to outdoor experiences for youth of color and low income youth. BAWT envisions a world where all youth have access to the wilderness and as such is a key role in providing access to the outdoors for over 3,000 youth each year supporting over 80,000 youth on outdoors trips since inception. Over 80% of youth gaining access to the outdoors through BAWT-supported trips are youth of color and >70% are low-income. When barriers to accessing the outdoors are lowered, youth experience social and emotional benefits that support them in multiple aspects of their lives. We believe that youth, once exposed to the wilderness, have a broadened sense of themselves, one another, and the world around them and are better prepared to lead social and environmental change. Our three organization values include: social justice, environmental stewardship, and community empowerment.

Despite the impact of the pandemic that was further compounded by organizational and staff changes, our mission, passion, and commitment to our work remains strong. However, not unlike many other community-based organizations, BAWT also faces the challenges that come with re-building in the current socio-political climate. We look forward to finding the ideal Executive Director to join BAWT for the long-term as the organization rebuilds not only to full-scale programming but sustainably expands to meet the current community and organizational needs. Historically, operating from three locations in the Bay Area—East Bay (Oakland), San Francisco, and South Bay (Milpitas)— BAWT is currently based in our Oakland headquarters as we rebuild capacity and resources. BAWT remains committed to increasing access to the outdoors for Bay Area youth with a community-focused and intersectional lens and is committed to finding the ideal Executive Director to lead the organization into its next thriving phase.

BAWT seeks to build a strong and talented team with the skills and experience to serve the diverse needs of our clients and communities. BAWT is an equal opportunity employer seeking applications from individuals with diverse skills and experiences to reflect and serve our community. Black, Indigenous, People of Color, LGBTQIA+ individuals, differently-abled individuals, women, and people from otherwise marginalized communities are highly encouraged to apply. All applicants will be evaluated based on their unique skills and attributes.

Bay Area Wilderness Training (BAWT) is a fiscally sponsored project of Earth Island Institute, a registered 501(c)3 organization. Earth Island Institute provides fiscal sponsorship, resources, training, technical assistance, and peer relationships to environmental activists looking for an organizational home and institutional leverage for their work. This position would be an employee of Earth Island. You can learn more at www.earthisland.org.

Earth Island Institute provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.