

Willamette River Network Seeks Co-Directors

Apply by June 3, 2019

<http://willametteinitiative.org>

OPPORTUNITY SUMMARY

The newly-forming Willamette River Network seeks two visionary leaders with a deep commitment to river health. This is an opportunity to launch and grow a new network with an evolving community and an intention for distributed leadership and power sharing. Guided by a board of directors and the experiences and wisdom of diverse river stakeholders, the co-directors will lead network formation and pursue new resources toward a shared mission: to catalyze, align and leverage efforts to support a healthy river system and thriving communities across the Willamette River Basin.

The Willamette River Network will build on the success of Meyer Memorial Trust’s Willamette River Initiative, which has focused on improving river health with sustained, collaborative investment since 2008. With the planned sunset of the Initiative approaching, many participants expressed interest in creating a community-driven network to continue—and grow—the movement for river health: people and rivers thriving together.

Network leadership will be shared by a Director of Network Coordination and a Director of Development and Communications. There is some flexibility in the way these roles are shaped based on the strengths of candidates. Because of the unique nature of this search—the hiring of two directors side by side—we welcome individuals or pairs to apply. At the finalist stage, we anticipate bringing potential co-directors together to assess compatibility and discuss role structuring and working agreements.

The co-directors will work across the Willamette Basin. Initial office space will be located in Portland, OR.

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Willamette River Network Co-Director Responsibilities Overview

DIRECTOR OF NETWORK COORDINATION:

- Facilitate network formation including one-on-one meetings and convenings
- Connect network participants around shared goals and needs while fostering a systems-wide view; ongoing network weaving to sense and respond to the network's evolving needs
- Facilitate establishment of community driven Action Circles (teams for action and learning); provide support to these groups
- Establish and evolve systems for ongoing communication, collaboration and conflict management within the network

DIRECTOR OF DEVELOPMENT AND COMMUNICATIONS:

- Establish Funding Circle in cooperation with the Board; create and evolve resource development strategies to bring new resources to the Willamette Basin and to support network operations
- Pursue resource development opportunities (e.g., grant writing, in-kind resources, campaigns, government and corporate partnerships, etc.)
- Co-facilitate convenings
- Lead efforts to develop strategic communications to tell the stories of the Willamette River and the network

SHARED RESPONSIBILITIES:

- Support Board and staff development
- Co-create vision, strategy and metrics (with network participants and Board)
- Ensure administrative compliance (with the Tides Center, fiscal sponsor) and appropriate systems and infrastructure

Willamette River Network Co-Director Job Descriptions

DIRECTOR OF NETWORK COORDINATION

Status: Regular Full-time, Exempt (salaried)

Reports to: Board of Directors, with accountability to network participants and Tides Center (fiscal sponsor)

Network Formation

- Facilitate network formation, which will include intensive communications, one-on-one meetings, convenings, and establishing Action Circles (teams) for action and learning.
- Provide leadership for designing and implementing convenings to build trust and elicit / affirm the shared purpose and priorities of the network.

Network Coordination

- Connect network participants around shared goals and needs while fostering a systems-wide view.
- Sense and respond to the network's evolving needs with ongoing network weaving.
- Provide support to community-driven Action Circles and foster accountability.
- Establish and evolve systems for ongoing communication, collaboration and conflict management within the network.

DIRECTOR OF DEVELOPMENT AND COMMUNICATIONS

Status: Regular Full-time, Exempt (salaried)

Reports to: Board of Directors, with accountability to network participants and Tides Center (fiscal sponsor)

Resource Development

- Provide a bold vision for resource development, rooted in the big picture aspirations of river stakeholders; this may include a major campaign for the Willamette River.
- Assess resource opportunities (including in-kind) through developing and deepening relationships with network partners and participants.
- Establish a Funding Circle, to include at least one board member and other community leaders, to collaborate on resource development strategies and implementation.
- Secure new funding and resources for priorities in the Willamette Basin identified by network participants.
- Foster and maintain relationships with diverse funding partners including individuals, foundations, corporations, and government agencies.
- Identify emerging opportunities to bring new funding partners and funds to the Willamette Basin.
- Establish systems for resource development (e.g., donor management software, annual grant calendar, etc.)

Strategic Communications

- Effectively convey the stories of the Willamette River and the network to key audiences in ways that invite participation and co-creation by multiple communities and partners.
- Oversee the network's website and the development of outreach and marketing communications.

Areas of Shared Responsibility

BOARD AND STAFF DEVELOPMENT

- Co-create an inclusive and welcoming culture that prioritizes joy, creativity, spaciousness to explore multiple truths, and willingness to take risks.
- Plan and implement effective meetings and gatherings, ensuring space for big picture thinking that is deeply informed by on-the-ground experience.
- Foster distributed leadership and continually provide opportunities for leadership development (with board, staff, and network participants).
- Determine additional short-term staffing needs (staff and/or contractors).
- Assist with board recruitment and succession.

STRATEGIC AND EMERGENT PLANNING

- Collaborate with network participants, board and staff to develop a shared vision, priorities, and metrics for long-term systems change, while remaining attuned to short-term and emergent opportunities.
- Work in partnership with staff and board members on orientation, integration, and accountability.
- Evolve the network’s structure based on changing conditions and the needs and interests of network participants, ensuring that decision-making is informed by those closest to the work.
- Remain abreast of trends that are shaping the network’s operating environment, such as developments in river health, water resources, social justice, land use, philanthropy, economic development, community health, demographics, and other networks.

PARTNERSHIP DEVELOPMENT

- Learn about the history of the Willamette Basin and its inhabitants.
- Develop, cultivate, and maintain relationships with network participants and partners including nonprofit organizations, government agencies, individual community members, Tribes, community organizations, culturally-specific organizations, businesses, legislators, and funders.
- Continually scan for new collaboration and resource development opportunities.

ADMINISTRATION

- Oversee office operations and ensure adequate infrastructure including technology, software, and office space.

Note: One of the co-directors will serve as the “lead” with the network’s fiscal sponsor, the Tides Center, to ensure compliance with the Willamette River Network–Tides Center Memorandum of Understanding. Tides is responsible for HR, payroll and benefits administration, financial management, risk management, tax filings, grant administration, and contracting—enabling the network staff and board to focus on mission work.

Leadership Profile

REQUIRED EXPERIENCE AND KNOWLEDGE

FOR BOTH POSITIONS

- **Relationship building and systems thinking.** Excellent verbal, written, and interpersonal communication skills grounded in deep listening. Ability to form and maintain relationships with current and potential partners who have a stake in building a healthy and equitable Willamette River system. Ability to see connections and communicate with ease about the relationships between ground-level work and systemic change.
- **Equity and inclusion.** Cultural self-awareness and demonstrated ability to address issues of privilege while working across cultural differences. Experience supporting diversity, equity and inclusion within group culture, practices and policies. Life experience or work experience with communities that have lived with historical inequities or barriers to accessing a healthy river system.

FOR THE DIRECTOR OF NETWORK COORDINATION

- **Facilitative leadership and management.** Experience facilitating the development of shared vision and strategy, including significant community engagement and/or co-creation. Demonstrated ability to develop and support teams, share power, collaborate to achieve common goals, manage conflict, and navigate effectively in a context of complexity and continual change. Able to see and catalyze strategic opportunities for collaboration with multiple stakeholders across different sectors. Experience working with a community-based board of directors and/or advisory groups.

FOR THE DIRECTOR OF DEVELOPMENT AND COMMUNICATIONS

- **Resource and partner development.** Demonstrated success in developing resources through a combination of fundraising strategies, which may include foundation grants, individual giving, corporate support, and public financing. Able to foster relationships and strategic opportunities for collaborative projects with multiple stakeholders across different sectors.
- **Strategic communications.** An appreciation for the power of narrative in movement building. Ability to frame issues and needs in compelling ways, connecting big picture visions with the on-the-ground realities and the diverse histories of river stakeholders. Experience communicating with non-dominant culture communities.

PREFERRED EXPERIENCE AND KNOWLEDGE (FOR BOTH POSITIONS)

- Experience and/or familiarity with networks.
- Experience with online collaboration tools and platforms.
- Connection to Willamette River communities, the Pacific Northwest, or a similar ecosystem.
- Experience working collaboratively across a regional ecosystem, fostering cross-sector, community-driven partnerships.
- Understands the intersections and complexity of issues that affect communities and rivers.
- Familiar with community-oriented evaluation processes; experience using qualitative and quantitative data to inform priorities and projects, and to tell the story / stories of impact.
- Familiar with nonprofit financial management principles and practices.
- Relationships with community leaders, Tribes, culturally-specific organizations, communities of color, Oregon public policy makers, and / or other influencers.

DESIRED QUALITIES (FOR BOTH POSITIONS)

- Integrity
- Emotional intelligence
- Resourcefulness
- Entrepreneurial energy
- Flexibility and nimbleness
- Collaborative approach
- Passion for developing and supporting other leaders

Compensation

The salary range for each co-director position is \$85,000 to \$95,000 plus excellent benefits.

How To Apply

In addition to this packet, please review the following materials: [Willamette River Network Blueprint](#), [Frequently Asked Questions](#) and [“Five Steps to Building an Effective Impact Network.”](#)

By **June 3, 2019**, submit your application electronically as a PDF to WRNSearch@paulamanley.com, including the following materials:

1. A cover letter describing your interest in the Willamette River Network and which co-director position you would like to apply for,
2. A chronological resume, and
3. A Diversity-Equity-Inclusion statement (up to 1 page) that describes: your personal and/or professional experience advancing DEI.

Your application materials will remain confidential with the search team.

Recruitment Timeline

May 7 – Positions posted

June 3 – Application deadline

June 20-21 – Round 1 interviews

July 1-2 – Round 2 interviews

July 18-19 – Finalist activities

Early August – Hiring offers / acceptance

Late August or Early Sept – Co-Directors begin

Sept-Nov – Orientation

Questions?

Email WRNSearch@paulamanley.com

Our History

The Willamette River Network is built on a decade of tried-and-true efforts to improve river health. Since 2008, participants in Meyer Memorial Trust’s Willamette River Initiative have built strong new partnerships and worked at a greater pace than ever before. But the challenges of the future are great, and our river needs ongoing care to continue providing for Oregonians into the future.



As a newly forming community-driven network, the Willamette River Network will build on a significant history of accomplishment by the Willamette River Initiative and its participants. Over the last decade, our partners have worked toward shared goals and collaboration to focus on the highest priority projects and increase their impact to improve river health over tenfold. They’ve also made important strides to improve policy, tell the story of the Willamette, deepen our understanding of the river through research and learning, and track progress over time.

An advisory group of Willamette River Initiative partners generously provided guidance and laid important groundwork for the Willamette River Network. The new network will continue to grow the Willamette Basin river movement—including championing equity within the movement for river health. Together, the advisory group envisioned several key roles for the network, including collaborative planning and action, bringing new funding into the Willamette Basin, catalyzing information sharing and learning, and telling the story of our collective priorities and results.

To assist with the network’s early development, Meyer has committed \$1 million in operations funding over four years. The Tides Center will serve as the network’s fiscal sponsor. A Transition Team is guiding the startup of the network, including recruiting the founding Board of Directors, establishing a baseline network map of connections among current Willamette River Initiative partners, and conducting an evaluation to draw out lessons learned over the past decade to inform future strategies.

Learn more at willametteinitiative.org.