



## **Position Description**

### **Ann & Sandy Cross Conservation Area**

### **Chief Executive Officer**

The Ann & Sandy Cross Conservation Area's CEO, Greg Shyba, will be retiring and we are seeking candidates for the position of CEO. The successful candidate will lead one of Canada's most successful nature areas with a rich tradition of environmental education and stewardship. The ASCCA hosts over 20,000 visitors and students annually, guided by its mission: to conserve a natural area, connect people with nature, and inspire environmental stewardship.

### **The Organization**

The Ann & Sandy Cross Conservation Area (ASCCA) comprises 4,800 acres of rolling foothills land just south of Calgary, Alberta, donated by the late Ann and Sandy Cross. In addition to its mandate of protecting natural habitat for wildlife, the ASCCA offers conservation education programs that foster awareness, appreciation and action.

### **Mission Statement**

- Protect habitat and provide space for native species of wildlife; and
- Promote and support conservation by engaging in conservation related activities.

### **Vision**

The ASCCA aspires to a day when it is recognized from the local to the international levels as a model of sustainability, and a leader in landscape-level approaches to the management of protected areas.

### **Guiding Principles**

The ASCCA will:

- be a good steward of the lands within the Cross Conservation Area;
- develop and operate conservation education programs;
- work with and build strong relationships with its neighbours;
- collaborate with other conservation-oriented organizations; and
- conduct or facilitate research that is consistent with our Mission Statement.



## The Opportunity

The ASCCA is facing local and regional changes and challenges that have transformational potential. This position is an opportunity for the CEO to create the next chapter in the history of ASCCA. The CEO will work to develop and implement the strategic goals and objectives of the organization by providing executive level leadership to advance the vision of the ASCCA for years to come through education, conservation, innovative programs, and community involvement.

### **The Position**

Reporting to the Board of Directors, the CEO oversees and supervises all aspects of the ASCCA's operations, and serves as a liaison between its stakeholders, the Board, government, staff, donors, volunteers, and the community. The CEO manages a \$600,000+ budget, and oversees a team of 2 permanent, full-time employees.

## Key Duties and Responsibilities

### **Strategic Planning:**

- Provide vision and strategic leadership in the development of goals and outcomes that support the strategies of the ASCCA.

### **Conservation:**

- Lead the execution of the ASCCA's 25 Year Adaptive Management Plan and increase sustainable practices for all aspects of the ASCCA.

### **Education:**

- Lead the development and effective delivery of dynamic and diverse educational programs.



### **Financial Management and Operations:**

- Oversee day-to-day business functions to ensure the organization's sustainability, including financial, governance, and personnel; evaluate and improve processes as needed.

### **Development and Fundraising:**

- Lead and advance the organization's fund-raising efforts including identification of grant opportunities, cultivating relationships and donor solicitation.

### **Personnel Management:**

- Recruit, inspire, mentor, manage, and evaluate the ASCCA's staff including the orientation, training, management and supporting of students and volunteers.

### **Communications and Public Relations:**

- Cultivate influential and cooperative relationships and increase the visibility of ASCCA with environmental, educational and community groups, Alberta Environment nearby municipalities, and the public.

### **Board Relationships:**

- Work closely with the Board Chair to increase board skills, committee effectiveness, and participation by the Board in all the ASCCA's activities.

## **Qualifications**

### **Ideal Candidate Profile:**

The ASCCA's CEO is an accomplished leader with nonprofit management experience and a deep appreciation and knowledge of environmental issues, conservation, and sustainability. The successful candidate will have demonstrated an ability to set strategy, inspire and lead a team-oriented staff and volunteers and bring new and creative approaches to programming and fundraising, and communicate well with the ASCCA's Board, education partners, government, local communities, and fundraising sources.



### **Strategic Leadership:**

- Extensive experience leading strategic planning and implementation of the plan.
- Possess practical, down-to-earth knowledge and experience of land and water management in a rural agricultural setting.

### **Management:**

- 5+ years of senior management experience in a related field.
- Demonstrated ability to understand and lead the financial plan and budget.
- Demonstrated ability to select, lead, develop, and motivate staff and volunteer resources while upholding the reputation, culture and mission of the ASCCA.

### **Mission:**

- Demonstrated experience and commitment to environmental issues/education, conservation, and sustainability.

### **Diversity, Equity, Inclusion, and Accessibility:**

- Demonstrated experience leading DEIA initiatives.

### **Fundraising:**

- Proven relationship-builder with significant fundraising experience and success.

### **Board Partnership:**

- Experience working with Boards of Directors and committees and a proven ability to collaborate effectively and transparently with, and appropriately engage, the Board.

### **Education:**

- A degree or advanced certification in Business Administration, nonprofit management, public administration, law or environmental science or related discipline.



### **Critical Leadership Competencies and Personal Attributes:**

- Strong communication, motivational and storytelling skills with the ability to engage others in the ASCCA's vision and mission and to inspire action.
- Strategic thinker and visionary.
- Inclusive leadership style – able to promote a culture of inclusion.
- Adaptable and Agile – able to adjust to meet a changing environment.
- Innovative and creative – able to find better ways of doing things.
- Relationship builder and collaborator – able to obtain cooperation from others.
- Emotionally Intelligent and Empathic – self-aware with consideration for others.
- Transparent/Trust Builder - demonstrates values and ethics in leadership style.

### **What is in it for you?**

- The opportunity to accelerate the vision of the ASCCA through your technical capabilities and transformative leadership skills with future-focused initiatives and development programs.
- This is an opportunity to love your job, spend time outdoors and to feel part of an extraordinary and dedicated team as you work together to carry forward the legacy and vibrancy of Ann & Sandy's historic vision.
- Bring out the best in yourself with continuous investment in your personal well-being and career development.
- A competitive compensation package where you will be rewarded based on your performance and recognized for the value you bring to our organization. Our competitive benefits package includes medical coverage, paid time off, and a matching RRSP plan.

The ASCCA is an equal opportunity employer. Our employment policies are administered without regard to race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, ancestry, national or ethnic origin, or any other legally protected status.

### **Selection Process**

The board has established a Succession Committee which will review all résumés submitted. Appropriate candidates will be contacted for an initial telephone screening. Please apply in complete confidence.

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