



Job Announcement – Executive Director

Posted: March 26, 2026

Application review date: April 17, position open until filled

Location: Springfield, OR

Status: Salaried, exempt position (1.0 FTE, 40 hours/week)

Compensation: \$82,000–\$100,000

Benefits: Health insurance plan (medical and dental), generous paid time off, 10 paid Floating Holidays, & 403(b) retirement plan company contribution after 1 year, professional development support

Desired start date: June 1, 2026, (flexible based on candidate availability)

Position Summary

The Middle Fork Willamette Watershed Council (Council) works to protect and restore the ecological health of the Middle Fork Willamette watershed while strengthening the communities that depend on it. Through collaborative partnerships, science-based restoration, outdoor education, and community engagement, the Council advances solutions that benefit both the landscape and the people who live and work within it.

The Executive Director serves as the chief executive of the organization, providing strategic leadership, organizational management, and external representation for the Council. Working in close partnership with the Board of Directors and staff, the Executive Director guides the organization's vision, priorities, and long-term sustainability while fostering a collaborative and inclusive organizational culture.

The Executive Director is responsible for leading a small, dedicated six-person staff team, overseeing an annual budget ranging from \$700,000-\$1 million over the last couple of years, and ensuring the effective implementation of the Council's programs and strategic goals. The position requires a leader who can balance strategic thinking with practical execution, cultivate strong relationships with partners and funders, and represent the Council within regional collaborations and the broader watershed restoration community. The Executive Director reports to the Council's Board of Directors through the Board President and Executive Committee and serves as a key ambassador for the organization's mission, strengthening partnerships with community members, Tribes, agencies, nonprofits, and regional networks working to support the long-term health of the Middle Fork Willamette watershed.

Key Responsibilities

Organizational Leadership & Team Development

- Lead, support, and supervise staff, fostering a collaborative, inclusive, and accountable work environment
- Strengthen internal communication, team cohesion, and organizational culture
- Ensure effective alignment of staff roles, priorities, and workload across programs

Financial Management & Fund Development

- Oversee organizational finances, including budgeting, financial planning, and reporting
- Ensure compliance with grant and contract requirements
- Lead and support fundraising efforts, including grants, donor development, sponsorships, and fee-for-service opportunities
- Strengthen the organization's long-term financial sustainability

Strategy & Organizational Direction

- Work with the Board and staff to set and implement strategic priorities
- Evaluate organizational performance and adapt strategies to meet evolving needs
- Guide the organization through growth, change, and long-term planning

External Relations & Partnerships

- Serve as the primary representative and ambassador for MFWWC
- Build and maintain strong relationships with community members, Tribes, partner organizations, funders, and agencies
- Participate in and help lead regional collaboratives, including the Upper Willamette Stewardship Network and Rivers to Ridges Partnership

Board Partnership & Governance

- Partner closely with the Board of Directors to support effective governance and decision-making
- Prepare materials, support agenda development, and assist with board recruitment and development
- Maintain clear and consistent communication between staff and the Board

Minimum Qualifications

- 3–5 years of professional experience in leadership roles, including experience managing people, partnerships, programs, or operations. Experience in nonprofit, conservation, watershed, natural resource, or community-based settings is valued but not required.
- Demonstrated experience supervising staff and fostering a collaborative, supportive, and accountable team culture.
- Experience managing organizational operations, developing operational plans, and aligning day-to-day work with strategic goals and mission.
- Experience building and maintaining authentic relationships with community members, partner organizations, funders, and other stakeholders.
- Experience with budgeting, grants, contracts, fundraising, and financial oversight, including ensuring grant and contract requirements are met.
- Demonstrated ability to contribute to long-term organizational sustainability through fundraising, donor cultivation, sponsorships, fee-for-service opportunities, or related revenue development.
- Strong written, verbal, and facilitation skills, including the ability to communicate effectively with staff, board members, funders, agency partners, and community audiences.
- Experience working with boards, committees, or other governance bodies in support of organizational planning and decision-making.
- Demonstrated commitment to diversity, equity, and inclusion, including experience building relationships with diverse communities and supporting inclusive organizational practices.
- Valid Oregon driver's license or ability to obtain one, and ability to travel throughout the region.

Preferred Qualifications

- Executive leadership experience in a nonprofit or mission-driven organization.
- Familiarity with watershed restoration, community-based conservation, natural resource management, or rural community partnerships.
- Experience co-leading or actively participating in cross-organizational or regional partnerships, collaboratives, or networks.
- Experience with public funding, federal or state grants, and construction or restoration contracts.
- Experience developing organizational strategy, business planning, or long-term sustainability approaches.
- Familiarity with the Middle Fork Willamette watershed, the Southern Willamette Valley, and the regional partner landscape.
- Experience advancing diversity, equity, and inclusion in organizational culture, programs, or partnerships.

We are committed to advancing equity and inclusion in our work and recognize that environmental outcomes and access to natural resources have not been experienced equally across communities. We strive to engage and serve all communities in the Middle Fork Willamette watershed, particularly those historically underrepresented in conservation efforts. We strongly encourage applications from individuals of diverse backgrounds, including Black, Indigenous, and People of Color, people from working-class backgrounds, women, LGBTQ+ individuals, and others whose perspectives and experiences will contribute to a more inclusive organization.

To Apply

- Please submit a cover letter, resume, and three references via email to Dala Gant at dala@middleforkwillamette.org. In your cover letter, please describe lived and professional experience in watershed conservation, education, nonprofit management, as well as your experience advancing diversity, equity, and inclusion.
- All emails - both application submittals and questions regarding the position - should have: "Executive Director - applicant last name" in the subject line.
- Applications will be reviewed beginning April 17, 2026. The position will remain open until filled.