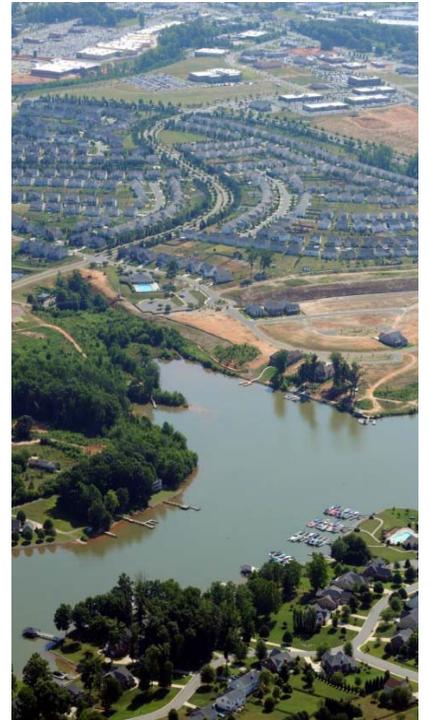


CATAWBA RIVERKEEPER® FOUNDATION
EXECUTIVE DIRECTOR POSITION PROFILE



CATAWBA
RIVERKEEPER®



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OVERVIEW

The Catawba Riverkeeper® Foundation (“Catawba Riverkeeper”) is a non-profit organization that educates and advocates to protect the 5,000 miles of lakes, rivers and streams in the Catawba-Wateree River basin for everyone who depends on and enjoys them. Because the Catawba-Wateree River basin is one of the fastest growing areas in the United States and because there are more power plants per mile of river than any other river, Catawba Riverkeeper is on the forefront of various national environmental issues, including coal ash waste, water conservation, basin planning, inter-basin transfers and low-impact development.

Catawba Riverkeeper is the only local water advocacy organization in the Catawba-Wateree basin, which includes most of the Charlotte metropolitan area. Currently, Catawba Riverkeeper has approximately 800 individual members and 5 full-time staff. Catawba Riverkeeper has an annual cash operating budget of approximately \$440,000. Catawba Riverkeeper is supported primarily through generous funding from individual members, foundations and corporations.

Catawba Riverkeeper, through its staff and volunteers, patrols the waterways by foot and boat, surveying the shoreline for threats to water quality. Catawba Riverkeeper monitors the rivers for pollutants, advocates to protect the River, educates the public about water issues and mobilizes individuals to engage in activities that connect them with the Catawba-Wateree River. Activities of the organization include cleanup events, Covekeeper meetings, volunteer training classes, environmental film festivals, conservation speakers, lobby days, eco-tours, youth kayaking program and volunteer water quality monitoring program. Additionally, Catawba Riverkeeper utilizes litigation to enforce the environmental laws.

Catawba Riverkeeper is a licensed member of the Waterkeeper Alliance, which is an international coalition of more than 300 organizations dedicated to protecting waterways around the world. The common thread for Waterkeeper programs is employing a full-time person to serve as the Waterkeeper advocating for local waterways. A staff member serves as the Waterkeeper for the Catawba-Wateree River basin (the “Riverkeeper”), and that person is the primary spokesperson for the river. The Executive Director must strategize and work collaboratively with the Riverkeeper.

For more information, please visit: www.CatawbaRiverkeeper.org.

THE CATAWBA-WATEREE BASIN

The Catawba-Wateree River flows for approximately 320 miles, from its headwaters in the North Carolina mountains to the confluence with the Congaree River. The headwaters of the Catawba River extend from the slopes of Grandfather Mountain, near Blowing Rock, to the mountains near Ridgecrest, North Carolina. The basin includes approximately 5,000 miles of waterways and portions of 24 counties in two states (North Carolina and South Carolina). It also includes one National Wilderness Area (Linville Gorge), a National Park (Congaree National Park), the Catawba Indian Reservation and many state and local parks.



Most of the Catawba River is dammed. There are 11 major lakes in the basin and numerous smaller lakes. The 14 major dams and many smaller dams that form these lakes have a major impact on the flow of the river. The largest "free flowing" section of the Catawba River is a 30-mile section of the river below Lake Wylie, which is designated as a South Carolina Scenic River. This section of the river includes the largest grove of Rocky Shoal Spider Lilies in the world (approximately 160 acres, pictured at left), as well as an historic canal, which allowed boats to travel up the Catawba River from the ocean.

The Catawba River changes names below Great Falls, South Carolina, and becomes the Wateree River in Lake Wateree. The Wateree River meanders for approximately 80 miles to the Congaree River and Lake Marion.

Most of the major tributaries of the Catawba River (including the Linville River, the Johns River, Wilson Creek and the Little River) are truly free-flowing, and many of them (including Wilson Creek) have challenging sections of whitewater. One of the major tributaries of the Catawba is the Linville River, which is pictured at right as it flows through the Linville Gorge National Wilderness Area. There are numerous hiking, paddling, fishing and other recreational opportunities in the basin.



The Catawba-Wateree River has been called the most electrified river in the nation because of the large number of electrical generation facilities in the basin, including 11 hydro-electric facilities, two nuclear power plants, four coal-fired power plants and assorted other smaller power plants. Power plants account for approximately 95% of the water used in the basin and between 38% and 48% of the water consumption in the basin. The basin is also home to two paper mills, numerous chemical plants and many textile facilities that use water from and discharge wastewater to the Catawba-Wateree River. The river is also the primary source of drinking water for approximately 2.4 million people. As a result, the Catawba-Wateree River is the most stressed river east of the Mississippi, and American Rivers named it one of the 10 Most Endangered Rivers in the U.S. on three separate occasions.

HISTORY OF THE CATAWBA RIVERKEEPER FOUNDATION

The Catawba Riverkeeper Foundation is an award-winning 501(c)(3) non-profit operating in the 24 counties of the Catawba-Wateree River watershed in North and South Carolina. Catawba Riverkeeper was formed in 1997 as an outgrowth of a study by a coalition of local governments that identified a need for a single organization to monitor and protect the Catawba River. Catawba Riverkeeper is the only environmental organization to receive three Best of Charlotte Awards for “Best Effort to Improve the Environment” (1999, 2000 and 2004). Other awards include the Mountain Island Lake Marine Commission’s Blue Fin Award (2003, 2011 and 2012), the Lake James Task Force Award for Outstanding and Distinguished Service (2004) and the J. H. “Mac” McSwain Community Service Award for exemplary community service to the Lake Wateree Community (2005). More recently, Catawba Riverkeeper received the Charlotte Community Sustainability Award for Water (2012, 2013 and 2016). The Catawba Riverkeeper was named as one of "seven non-profits worth your money" by Charlotte Magazine.

POSITION DESCRIPTION

The Executive Director of Catawba Riverkeeper acts as Chief Executive Officer and is responsible for overseeing the mission, programs and day-to-day operations of the organization. The Executive Director is the chief ambassador and fundraiser for the organization, and s/he is responsible for ensuring that the organization builds programs that advance its mission, secures the resources it needs to succeed and manages funds efficiently and effectively. The Executive Director is supervised by the Board of Directors and directs the work of the staff.

The Executive Director should be prepared to lead an established and highly-respected environmental organization to new levels of reach and impact. S/he must be able to work collaboratively with local and statewide partners in the advancement of Catawba Riverkeeper’s mission. S/he should have a proven track record in fundraising and development, cultivating major donors and ensuring the financial integrity of the organization.

ESSENTIAL RESPONSIBILITIES

FUND DEVELOPMENT AND FINANCIAL MANAGEMENT RESPONSIBILITIES

- Serve as chief fundraiser for the organization. This includes grant writing and/or overseeing proposals developed by staff, solicitation of corporate sponsorships for events and cultivation and solicitation of

individuals, including major donors.

- Work with Board to develop annual budget, monitor finances and arrange for audit. Ensure that state and federal taxes and reports are filed in a timely fashion.
- Work with Board to develop an annual fundraising plan to meet budgetary needs, as well as a plan to grow the organization's reserve fund and endowment.
- Successfully secure and maintain individual, major philanthropic gifts.
- Work with Board to achieve individual, corporate, foundation, government and event fundraising goals.
- Address current and future grant identification, writing and reporting requirements.
- Manage cash flow for the organization, authorize payments of bills and see that bank deposits are made in a timely fashion.

LEADERSHIP AND MANAGEMENT RESPONSIBILITIES

- Work with Board to plan, develop and implement projects that further Catawba Riverkeeper's mission. This includes strategic planning and annual work plans.
- Serve as chief administrator and ambassador for the organization.
- Manage staff to ensure efficient business operations and coordination of programs.
- Establish and maintain a harmonious work environment. This includes responsibility for staff relations, receptivity to new ideas, efficient office procedures, human resources policies and opportunities for staff learning/development/mentorship.
- Provide leadership and motivate others (staff, Board, volunteers, etc.) in the framework of a team environment.
- Work with the Board Chair to develop Board, Executive Committee and other Board committees.

COMMUNITY AND PUBLIC RELATIONS RESPONSIBILITIES

- Serve as leader in sustaining existing and building new relationships with other environmental and community organizations, including

government and business entities and leaders. This includes targeting opportunities for collaboration where appropriate.

- Work with Board to target opportunities to heighten community awareness of Catawba Riverkeeper through communication, social media, marketing and outreach efforts.
- Support the Riverkeeper as the primary spokesperson for the Catawba's rivers and serve as a public advocate as well. Work with the Riverkeeper to ensure that public statements of the Riverkeeper, Executive Director, staff and Board members are consistent with organizational policy and priorities.
- Seek out and maximize opportunities to speak at a variety of venues.

- Develop mutually beneficial relationships with other regional environmental and community organizations and leaders by gaining their respect and creating opportunities for collaboration.
- Effectively communicate the Riverkeeper's findings with all external constituencies.
- Promote and model empowerment by engaging Catawba Riverkeeper's grassroots network in environmental concerns.
- Monitor and evaluate collaborations with other organizations to ensure consistency with organizational goals.
- Maintain awareness of environmental issues in the watershed in general and programmatically targeted areas in particular.
- Promote empowerment and stewardship by engaging Catawba Riverkeeper volunteers in river cleanups, water quality monitoring programs and other opportunities to connect with the rivers.

MINIMUM QUALIFICATIONS

- Bachelor's degree required. Graduate degree preferred.
- Significant fundraising experience, preferably in the Carolinas.
- Strong presentation, public speaking, and community engagement experience
- Significant management and supervisory experience.

- Experience working with a non-profit organization and culture.
- Understanding of board of director relations and governance practices.
- A demonstrated passion for clean water and a knowledge of, and commitment to, Catawba Riverkeeper's mission.

CHARLOTTE, NORTH CAROLINA

The Catawba Riverkeeper Foundation's offices are located in Charlotte, North Carolina, approximately 10 miles from the South Carolina border, 90 miles from the capitol of South Carolina and 150 miles from the capitol of North Carolina. With a population of 860,000 (in 2017), Charlotte is the largest city in the Carolinas and the 17th largest city in the United States. It is the county seat of Mecklenburg County, North Carolina.

GUIDELINES FOR APPLICANTS

TO RECEIVE FULL CONSIDERATION FOR THIS POSITION, ALL OF THE FOLLOWING MATERIALS MUST BE RECEIVED NO LATER THAN **5:00 P.M. EST ON FRIDAY, March 1, 2019:**

- 1) A letter of interest describing your qualifications for the Executive Director position and your interest in Catawba Riverkeeper;
- 2) A writing sample;
- 3) A description of your salary parameters;
- 4) A detailed and updated resumé and
- 5) The names of, your relationship to, and contact information for, at least three professional references.

Please email all of the above listed materials to: emilee@catawbariverkeeper.org

The Board of Directors plans to have this position filled by April 5, 2019.

Please note:

References will not be contacted until a candidate has been notified. Background checks will subsequently be performed, with candidate permission.