



Southern Plains Land Trust
GAINING GROUND FOR PRAIRIE WILDLIFE

**SPLT Development and
Communications Director**
May 13, 2020

The Southern Plains Land Trust (SPLT) seeks an experienced and high-energy professional with a passion for wildlife and habitat protection to direct development and communications. This position is vital to our mission to create and protect a network of shortgrass prairie preserves, which ensure a future for all native animals and plants.

SPLT has expanded from 3,300 acres protected a decade ago to more than 32,000 acres protected today. We seek a Development and Communications Director to maintain this momentum. This employee will report to the Executive Director. The position entails telecommuting from a home office preferably based in the greater Denver area or southeast Colorado, with regular travel to SPLT's beautiful prairie preserves in southeast Colorado.

Principal Responsibilities

Working closely with the Executive Director, the Development and Communications Director will:

- Recruit and retain individual and corporate donors through digital and postal appeals, fundraising events (both in-person and virtual), and direct donor communications
- Raise funds from charitable foundations, through letters of inquiry, grant proposals, grant reports, and researching additional funding opportunities
- Raise revenue through entrepreneurial sources
- Track financials for SPLT from all of these sources
- Manage all marketing and communications, including high-quality printed materials, website, annual report, social media, and blog
- Create an annual development and communications plan and work with staff, board, and volunteers to implement
- Supervise select interns and volunteers to expand the organization's capacity

Position Requirements

Qualified candidates must have:

- A passion for preserving wildlife and natural habitats
- A Bachelor's Degree in a relevant field

THE SOUTHERN PLAINS LAND TRUST IS GAINING GROUND FOR PRAIRIE WILDLIFE

Southern Plains Land Trust
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- Three years minimum in a professional non-profit development and communications role
- Demonstrated ability to secure funding from grantmakers, individual donors, and corporate sponsors
- Excellent interpersonal skills and proven experience recruiting and retaining donors
- Excellent verbal and written communication skills
- Keen strategic and tactical thinking, combined with attention to detail
- Strong experience with website design, internet marketing, and social media

We prefer candidates with:

- A Master's Degree in a relevant field
- Expertise in WordPress, MailChimp, DonorTools, QuickBooks, and graphic design software

Compensation and Work Environment

- This full-time exempt position includes salary, healthcare, retirement, and potential for performance-based bonuses
- Compensation depends on experience
- Work duties sometimes include weekend and evening hours
- Regular visits to SPLT's preserves with lodging accommodations on site
- This is one of three FTE at SPLT. Our staff and all-volunteer board are dedicated to working well together to effectively advance the organization's mission. We welcome a qualified individual to join our team.

Application Instructions

Qualified applicants are encouraged to apply by sending a cover letter, resume, fundraising or outreach writing sample, references, and desired compensation range, as attachments in one email to SPLT's Executive Director at splt@southernplains.org. This position is available immediately and will remain open until filled. We will reply to each applicant within two weeks.