



CARBON A LIST

Director - Part-time Contract Position Description

Position: Director

Contract Duration: When filled - 9/30/2024

Location: Fully remote

Position Overview:

CAL Consulting LLC is seeking a dynamic and motivated Director to play a pivotal role in the successful execution of a project focused on the building consensus around land use conversion assessments. This contract position is responsible for providing leadership and support to various working committees, ensuring the coordination of project activities, managing external relationships, representing the project to external stakeholders, and offering assistance in fundraising efforts.

Key Responsibilities:

Strategic Development and Project Execution:

- Develop and execute strategic plans to achieve project goals.
- Lead and support committees in the implementation of project initiatives.
- Monitor project progress, report on key performance indicators, and make necessary adjustments to meet objectives.

Working Group Support:

- Collaborate with working groups to define objectives, deliverables, and timelines.
- Support working group leadership to deliver on working group deliverables
- Provide guidance and resources to help working groups succeed in their objectives.
- Foster a collaborative and productive working group environment.
- Liaise across working groups to foster connectivity in efforts

External Relationship Management:

- Establish, support and maintain relationships with external partners, stakeholders, and relevant organizations across agriculture, industry, conservation, government and academic sectors.
- Foster positive and mutually-beneficial partnerships and collaborations.

External Representation of the Project:

team@carbonalist.com | 36176 SUNSHINE MESA RD HOTCHKISS , CO 81419



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- Represent the project at external events, conferences, and meetings.
- Advocate for the project's objectives and mission to external stakeholders.
- Build the project's reputation and visibility in the community.

Fundraising Support:

- Assist in developing fundraising plan and initiatives.
- Collaborate with working group members to secure and execute fundraising plan.
- Maintain records of funders and support grant writing efforts.

Qualifications:

- Bachelor's degree in a related field (Master's degree preferred).
- Proven experience in land use change, agricultural sustainability, committee leadership, and strategic planning.
- Strong interpersonal and communication skills.
- Excellent organizational and multitasking abilities.
- Proficiency in relationship building and networking.
- Fundraising or grant-writing experience is a plus.

Contract Details:

Type: Contract Position

Duration: When filled - 9/30/2024

Compensation: Estimated budget is \$37,500 (estimated budget is inclusive of travel expenses)

Travel: 10-15%

How to Apply:

Interested candidates are invited to submit their resume, cover letter, and references to jobs@carbonalist.com. In the cover letter, please address your qualifications, relevant experience, and your commitment to the project's mission.

CAL Consulting LLC is an equal opportunity employer and encourages individuals from diverse backgrounds to apply.