



Executive Director Rehoboth Beach, DE

The Delaware Center for the Inland Bays (the Center) was established as a nonprofit organization in 1994 under the auspices of the [Inland Bays Watershed Enhancement Act \(Title 7, Chapter 76\)](#). Its creation was the culmination of more than 20 years of active public participation and investigation into the decline of the Inland Bays and the remedies for the restoration and preservation of the watershed.

The Center oversees the implementation of the [Comprehensive Conservation and Management Plan for Delaware's Inland Bays](#) (CCMP) and promotes the wise use and enhancement of the Inland Bays watershed by conducting public outreach and education; developing and implementing research, monitoring, and environmental restoration projects; encouraging scientific inquiry; sponsoring/coordinating needed research; and establishing a long-term process for the protection and preservation of the watershed.

Headquartered in Rehoboth Beach, Delaware, with sites throughout the Inland Bays, the Center employs 17 full-time staff, two part-time staff and three seasonal staff/interns; has a committed 14-member Board of Directors with two Ex-Officio members; and operates with an annual budget of more than \$2.2 million.

The Executive Director is the key management leader of the Center for the Inland Bays ensuring the strategic initiatives are optimized for delivery against the primary mission and goals. The Executive Director is responsible for overseeing the administration, programs, the strategic plan, financial and real assets, workplace strategy and implementation of the Inland Bays Comprehensive Conservation & Management Plan (CCMP). Other key duties include providing guidance and direction to the senior leadership team, developing and strengthening partner relationships, donor development, oversight of marketing, community and public relations, and advocacy. The position reports directly to the Board of Directors.

DCIB seeks an Executive Director who has a track record of experience and the personal talent to lead and build an exceptionally effective organization. The following qualifications are of particular interest:

- A bachelor's degree in natural resource or watershed management, ecology, biology, hydrogeology, marine science or a related field and an advanced degree in business, public policy or related field is preferred.
- Expertise in science relating to watershed protection and management.
- Five or more years senior management experience.
- Experience and skill in working with a Board of Directors.

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- High level strategic thinking and planning. Ability to envision and convey the organization's strategic future to the staff, board, volunteers and donors.
- Demonstrable competency in strategic planning and business development.
- Ability to effectively communicate the organization's mission to donors, volunteers and the overall community.
- Experience with data analysis for performance/operation metrics.
- Demonstrated ability to oversee and collaborate with staff.
- A history of successfully generating new revenue streams and improving financial results.
- Active fundraising experience and excellent donor or client relations preferred.
- Previous success in establishing relationships with individuals and organizations of influence such as funders, partner agencies and volunteers.
- Solid organizational abilities, including planning, delegating, program development and task facilitation.
- Working knowledge of the legislative and regulatory process and ability to advocate for the Center's mission and objectives.
- Strong financial management skills including oversight of budget preparation and analysis, decision making and reporting.
- Strong written and oral communication skills.
- Strong public speaking and presentation skills.

To apply, please submit a current resume and letter of introduction to Kittleman & Associates, LLC at <https://bit.ly/3OGGlg4> (click on the Apply button at the bottom of the page).

To learn more about the programs and activities at Delaware Center for the Inland Bays, please go to the following link: <https://www.inlandbays.org/>

Physical Demands and Work Environment

Work is performed in both an office environment and occasionally in the field. Field assignments may require some physical exertion, and occasionally contending with adverse weather conditions requiring special clothing and safety precautions. Evening or weekend work to attend meetings and events is sometimes required. A flexible schedule is permitted. The position is subject to the Center's Employee Handbook.

Compensation and Benefits

The salary range for this position is \$120,000 - \$140,000 and will be commensurate with experience. The Center provides a wide range of benefits as part of their total compensation package, including a generous benefits stipend for health, dental, vision, dependent care, short and long-term disability, life and long-term care insurance, and/or education assistance. A portion of the benefits stipend is also used toward a profit-sharing retirement plan. Additionally, the Executive Director annually earns 21 days of paid vacation which are accrued bi-weekly and a minimum of 17 paid holidays. The Center also offers 12 hours of sick leave per month that are accrued on a bi-weekly basis.