

CENTER for SCIENCE in PUBLIC PARTICIPATION

a 501(c)(3) non-profit corporation

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"Technical Support for Grassroots Public Interest Groups"



Subject: Opportunity - Executive Director (or Co-Director) at CSP2

The Center for Science in Public Participation (CSP2) is seeking a dynamic, self-motivated Executive Director (or Co-Director) to lead us through an exciting period of organizational transition. CSP2 is evolving from primarily a technical consultancy supporting communities, NGOs, and Indigenous organizations to becoming an organization that:

- Fosters connections and builds community among technical service providers,
- Strengthens professional capacity, and
- Financially supports the working relationship between technical service providers and the communities they serve.

Learn more:

The full job posting and detailed job description are available at: www.csp2.org.

How to apply:

Please send your resume and a brief cover letter introducing your interest and qualifications to csp2@csp2.org. Position will remain open until filled.

Executive Director Job Posting

Position Summary

[The Center for Science in Public Participation](#) (CSP2) is seeking a dynamic, self-motivated Executive Director (or Co-Director) to lead us through an exciting period of organizational transition. The candidate(s) should be passionate about the role of science in environmental work and community well-being and should understand the science behind the risks posed by mineral development. The ideal candidate(s) will provide leadership and commitment to CSP2's mission to ensure that mining affected communities and entities have access to highly competent technical expertise. In recognition of the goal of expanding the original consulting business and to add both Technical Service Providers professional development services and some form of community support fund, the Executive Director or Co-Director(s) should have an entrepreneurial spirit, be experienced in raising and managing funds and be ready to set up new project management, evaluation and funding-related systems for the organization.

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- Strengthens professional capacity, and
- Financially supports the working relationship between technical service providers and the communities they serve.

These efforts will help ensure that those who need independent technical support have access to it, and that this support has the greatest possible strategic impact.

About CSP2

Based in Bozeman, Montana, CSP2 provides training and technical advice to community groups, NGOs, and Indigenous governing bodies on water pollution and natural resource issues, especially those related to mining in the United States and Canada, with a limited amount of international work. CSP2 seeks to address factual issues, as brought to light by its technical analyses, and whenever possible, to contribute to win-win solutions for all parties involved in these reviews.

CSP2 also performs policy-related work with federal, state, provincial, territorial, and Indigenous regulatory agencies on the implementation of water quality, waste disposal, and mining reclamation regulations.

CSP2 was organized in 1996 to provide technical assistance to public interest groups on issues related to mining and water quality. Technical support is often needed by community groups, NGOs, and Indigenous organizations in several areas – for example, presenting technical arguments to government agencies that have permit authority over large industrial and natural resource development projects. Providing this support in a timely manner can be critical to influencing a fast-moving development proposal. Because of the very close relationship among the mining industry, its technical consultants, and some in the academic community, it is very difficult for non-profit groups and Indigenous organizations to gain access to independent technical and economic expertise on mining. Highly qualified independent technical experts are not readily available to community groups, NGOs, and Indigenous organizations, and, if available, are expensive. CSP2 is in a unique position to provide this service to these groups.

We envision a world where affected communities and entities use highly competent technical expertise to respond to industry-supported consultants. Mining issues will be our initial focus because of the magnitude of associated environmental issues, as well as the recent increased need for metals related to renewable energy and the green economy.

Primary Functions

The successful candidate(s) will:

- Lead operational and organizational development to build and manage the new organization;
- Serve as a public voice for CSP2 as a leading technical service provision organization; and,
- Conduct and supervise technical support services for communities and NGOs, and supervise technical program growth.

We are open to the idea of Co-Directors because of the awareness that a combination of technical, organizational and strategic skills are needed to successfully achieve this transition. The Director(s) report to the Board of Directors and is/are responsible for the organization's consistent achievement of its mission and financial objectives.

Ideal Candidate Attributes

Ideally, we would like the Executive Director, or at least one of the Co-Directors, to be a qualified technical service provider who can provide technical expertise to communities as part of their job. Central to this work are cross-cultural skills and experience, given the wide range of rural and Indigenous and multi-geography/country communities. The Executive Director or Co-Director(s) shall have a deep understanding of technical aspects of mining in order to serve the community of scientists inherent to providing these technical services. The candidate(s) must drive strategy for the organization, oversee programs, lead fundraising efforts, cultivate partnerships and manage other staff and contractors as needed. If a Co-Director approach is desired, it is anticipated these positions would start out as half-time positions, expanding to full time in the future.

Education

- Ph.D. or M.S. preferred, or an acceptable combination of education and experience.

Knowledge

- Working knowledge of mining terminology and processes, watershed issues, ecological restoration, environmental review/public participation processes.
- Knowledge of the research and publishing requirements for technical professional advancement.
- Knowledge of administrative and recordkeeping processes involving word processing, databases, and spreadsheets, etc.

Experience

- Significant experience in fundraising, grant writing and reporting.
- Experience as a (or working with) Technical Service Provider.
- Experience managing operating budgets.
- Experience working with nonprofits, governmental officials, and diverse stakeholders and rights holders.
- Experience developing and executing fundraising strategies.
- Experience in staff leadership, management, and development.

Skills and Abilities

- Ability to think strategically, to provide vision, energy and enthusiasm for CSP2's mission and to lead and mentor staff and efficiently delegate organizational tasks and programs.
- Ability to work independently in a fast-paced, highly adaptive environment.
- Ability and discipline to work remotely.
- Ability to collaborate effectively with diverse groups of people and engage a wide range of stakeholders, rights holders, geographies, and cultures.
- Strong written and oral communication and public speaking skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills.
- Demonstrated excellent organizational and people management skills.

Personal Suitability

- Sincere passion and unwavering commitment to and awareness of the role of science in environmental work as well as the importance of Indigenous knowledge and the strategic relevance of socioeconomic sciences for CSP2's mission.
- Aptitude for working with a team, working independently, and taking initiative.

Conditions of Employment

- Position Type: Full-time.
- Location: Remote with willingness to travel occasionally/frequently nationally/internationally.
- Required: Personal security background check.
- Compensation: Commensurate with experience; benefits and 401k included.
- Reports to: Board of Directors.
- Application Deadline: Open until filled.

For further information on this job opportunity see attached job description OR contact csp2@csp2.org to request a copy.

Equal Opportunity Statement

CSP2 does not discriminate based on race, color, religion, creed, gender, disability, socio-economic background, age, sexual orientation, marital status, political affiliation, national origin, ancestry, status with regards to public assistance, or immigration status. CSP2 is committed to justice and equity, and our outreach, recruitment, and hiring practices reflect our commitment to actively developing the skills of a diverse community.

Executive Director Job Description

Reporting to the Board of the Centre for Science in Public Participation (CSP2), the Executive Director (or Co-Directors) is/are responsible for the organization's consistent achievement of its mission and financial objectives. The Director(s) lead operational and organizational development to build and manage the organization. The Director(s) serve as a public voice for CSP2 as a leading technical service provision organization. The Director(s) conduct and supervise the provision of technical support services for communities and NGOs, and supervise the growth of the technical program.

Overall Responsibilities

The Director(s):

- Provide leadership, vision and direction to CSP2. Lead efforts to support CSP2's mission to ensure independent technical expertise is available to those facing large-scale resource development and to encourage and support member scientists and engineers who work in the public interest and on behalf of civil society.
- Remain informed about the activities of the mining industry and communicate salient information to stakeholders and rights holders working to understand the environmental impacts associated with mining.
- Manage daily operations, including staff/contractors, finances, membership, programs, and ensures compliance with all state, local, and federal laws and reporting requirements
- Lead efforts to develop and sustain relationships with members, donors, staff, Board members, like-minded associations, community groups, agencies and public and Indigenous government entities in order to carry out CSP2's mission.
- Promote an organizational culture based on high ethical standards, quality programs and outstanding teamwork. Actively cultivates high levels of morale with staff/contractors and Board members.

Leadership and Planning

The Director(s) shall:

- In collaboration with the Board, develop an organizational strategic plan that includes clear goals, objectives and action plans in order to carry out CSP2's mission; implement an annual work plan.
- Support consultants who review mining data, investigate sources of pollution and offer suggestions for improvements.
- Initiate and coordinate collaboration with other like-minded entities toward environmental accountability (i.e. FAIME, WMAN) when partnerships with other organizations appear beneficial to achieve shared goals.
- Oversee, encourage, and evaluate any staff and implement all personnel policies.
- Be committed to the practice of shared leadership.

Communications

The Director(s) shall:

- Lead and/engage in frequent and open communications/collaborations with members, Board members, staff, and other organizations.
- Effectively communicate with the Board to keep them engaged and fully informed on work and progress in achieving goals. Provide all information necessary for the Board to function properly and to make informed decisions.
- Explore strategies for expanding the engagement of Technical Service Providers, and like-minded organizational partners in support of CSP2's mission and goals.
- Create, build, and maintain relationships with STEP membership, the public, other technical service providers, environmental/advocacy groups, and other potential allies by informing them of CSP2's activities/efforts.
- Work with the Board to develop a strategy for science communication in the CSP2 community including press releases and other information for the media as appropriate.
- Attend workshops, training seminars, and represent CSP2's programs and mission at public functions.
- For Co-Directors, have a clear commitment and skills needed to effectively collaborate and coordinate to co-lead the organization.

Finances

The Director(s) shall:

- In collaboration with the Board, be responsible for the maintenance and enhancement of CSP2's fiscal integrity, building off its legacy of healthy reserves and some strong funder relationships, develop annual budgets, and ensure that the organization operates within budget guidelines.
- Maintain clear and accurate financial records and provide the Board regular financial statements that reflect the financial condition of the organization.
- Develop and implement an annual fundraising plan with strategies to fund the operations through membership growth initiatives, donation campaigns, grant writing, and other fundraising programs. Research grant opportunities and write and manage grants to help fund CSP2's mission.
- Write and negotiate contracts as needed.