



Executive Officer





■ UNIQUE OPPORTUNITY

The California Tahoe Conservancy is seeking a dynamic leader dedicated to environmental protection and restoration.

If you want a career where you will:

- Pursue your passion for protecting and preserving the beautiful Lake Tahoe Basin.
- Help lead and support an amazing team.
- See your hard work and enthusiasm reflected in the community around you.
- Be part of history as the third Executive Officer for this exceptional agency.
- Promote diversity, equity, and inclusion.

Then this opportunity is for you.

The mission of the California Tahoe Conservancy is to lead California's efforts to restore and enhance the extraordinary natural and recreational resources of the Lake Tahoe Basin.



THE CONSERVANCY

The California Tahoe Conservancy (Conservancy) is a state agency established in 1985, with a mission to lead California's efforts to restore and enhance the Lake Tahoe Basin's (Basin) extraordinary natural and recreational resources. For more than three decades, the Conservancy has played a significant role in shaping the landscape and economy of the Basin.

California's ten state conservancies play an integral role in conserving, protecting, and restoring natural resources, and providing public recreational opportunities. Together, the conservancies comprise a coordinated effort, bringing government resources to designated regions of state and national significance.

[Learn more about the state conservancies and the Wildlife Conservation Board.](#)

The Conservancy owns and manages nearly 4,700 parcels of land, totaling around 6,500 acres, for the purpose of protecting the natural environment and promoting public recreation and access to Lake Tahoe. It has acquired or funded the development of several of the Basin's most spectacular and popular public beaches and parks, from a string of lakefront parks on the north shore, to Commons Beach in Tahoe City, Lakeview Commons in South Lake Tahoe, and Van Sickle Bi-State Park. It has operated a land bank to acquire and sell development rights, completing more than 7,000 transactions with homeowners and businesses to develop their properties while still protecting the environment. Finally, through both its grant programs and its own initiatives, it has invested over half a billion dollars in hundreds of conservation and recreation projects as part of the State of California's contribution to the Environmental Improvement Program.

[Strategic Plan](#)

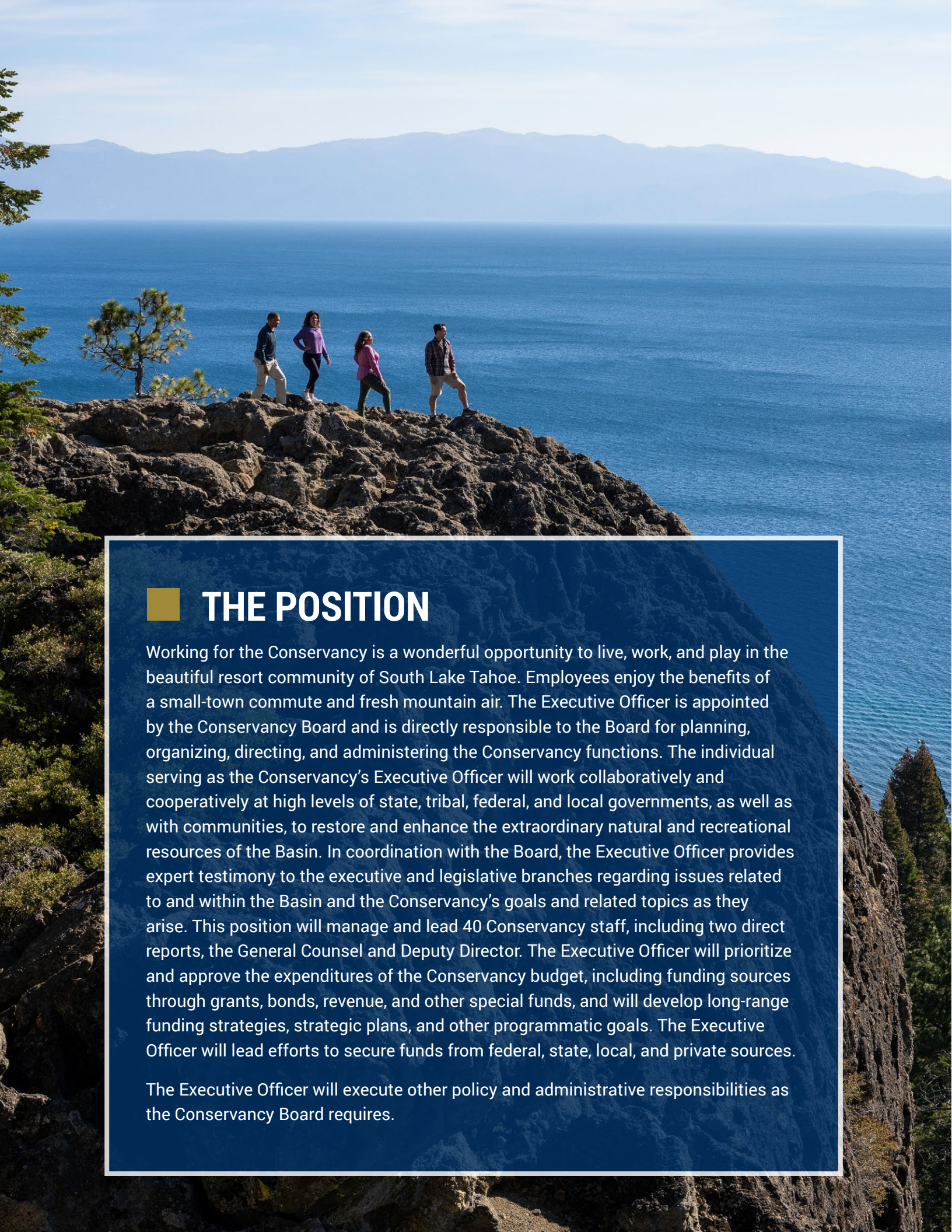
In coordination with its many agency and stakeholder partners, the Conservancy has developed 22 strategies to achieve five primary goals and strategies, which are outlined in the Conservancy's 2018-2023 Strategic Plan. These goals and strategies demonstrate how the Conservancy works to fulfill its mission to restore and enhance the extraordinary natural and recreational resources of the Basin:

1. Steward Conservancy Lands and Protect Basin Communities from Wildfire
2. Restore the Resilience of Basin Forests and Watersheds
3. Provide Public Access and Outdoor Recreation for All Communities
4. Foster Basin-wide Climate Change Adaptation and Sustainable Communities
5. Strive for Organizational Learning and Excellence

For more information on the Strategic Plan, including: the Conservancy's organizational history, evolving roles, guiding principles, financial sustainability principles, performance measures, priorities, criteria for allocating funds, a summary of an internal and external assessment, and a risk analysis with mitigation measures, [visit the Conservancy website.](#)

[Programs](#)

The Conservancy has developed programs for protecting and restoring the natural environment, including programs to: improve water quality and enhance wildlife habitat, expand public access and recreation opportunities, and manage acquired public land in the Basin. Program areas at the Conservancy include Climate Change Adaptation, Forestry, Land Management, Recreation and Public Access, Tahoe Livable Communities, and Water Quality and Watersheds.



■ THE POSITION

Working for the Conservancy is a wonderful opportunity to live, work, and play in the beautiful resort community of South Lake Tahoe. Employees enjoy the benefits of a small-town commute and fresh mountain air. The Executive Officer is appointed by the Conservancy Board and is directly responsible to the Board for planning, organizing, directing, and administering the Conservancy functions. The individual serving as the Conservancy's Executive Officer will work collaboratively and cooperatively at high levels of state, tribal, federal, and local governments, as well as with communities, to restore and enhance the extraordinary natural and recreational resources of the Basin. In coordination with the Board, the Executive Officer provides expert testimony to the executive and legislative branches regarding issues related to and within the Basin and the Conservancy's goals and related topics as they arise. This position will manage and lead 40 Conservancy staff, including two direct reports, the General Counsel and Deputy Director. The Executive Officer will prioritize and approve the expenditures of the Conservancy budget, including funding sources through grants, bonds, revenue, and other special funds, and will develop long-range funding strategies, strategic plans, and other programmatic goals. The Executive Officer will lead efforts to secure funds from federal, state, local, and private sources.

The Executive Officer will execute other policy and administrative responsibilities as the Conservancy Board requires.

■ THE IDEAL CANDIDATE

The ideal candidate will have a positive attitude and thrive on diverse challenges each day. They will use their exceptional written and verbal communication skills to act as a spokesperson for the Conservancy before public groups, news media, and at events such as the annual Lake Tahoe Summit. The ideal candidate will have a strong political acumen to collaborate with multiple agencies at federal, tribal, state, and local levels while maintaining the Conservancy's goals and purpose. The next Executive Officer will be able to look towards the future and be a proactive leader while encouraging diversity, equity, and inclusion at Conservancy. Experience acquiring and leveraging grant funding, and the ability to integrate amongst high-profile governmental agencies, are a must for this role.

■ COMPENSATION AND BENEFITS

Salary: \$11,867 - \$13,219 monthly; \$142,404 - \$158,628 annually.

Health and Wellness

The California Public Employees' Retirement System (CalPERS) administers health insurance coverage for state employees. Employees can choose from a broad range of health insurance plans, including medical, dental, vision, cash options, and various life insurance plans. The State of California pays a portion of most premiums.

Work/Life

- Participation in CalPERS retirement
- ScholarShare 529 College Savings Plan
- Employee Wellness
- Reimbursement Accounts

Additional information regarding benefits available may be viewed at:

[Benefits Orientation \(ca.gov\)](https://www.ca.gov/benefits-orientation)



APPLICATION AND RECRUITMENT SCHEDULE

This position is open until filled. The first review of resumes will occur **February 28, 2022**. Resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by CPS HR Consulting. Candidates deemed most qualified will be referred to the Conservancy. First-round interviews are anticipated to occur in the first week of March; selected candidates will be invited to participate following the close of the recruitment. An appointment will be made following comprehensive reference and background checks.

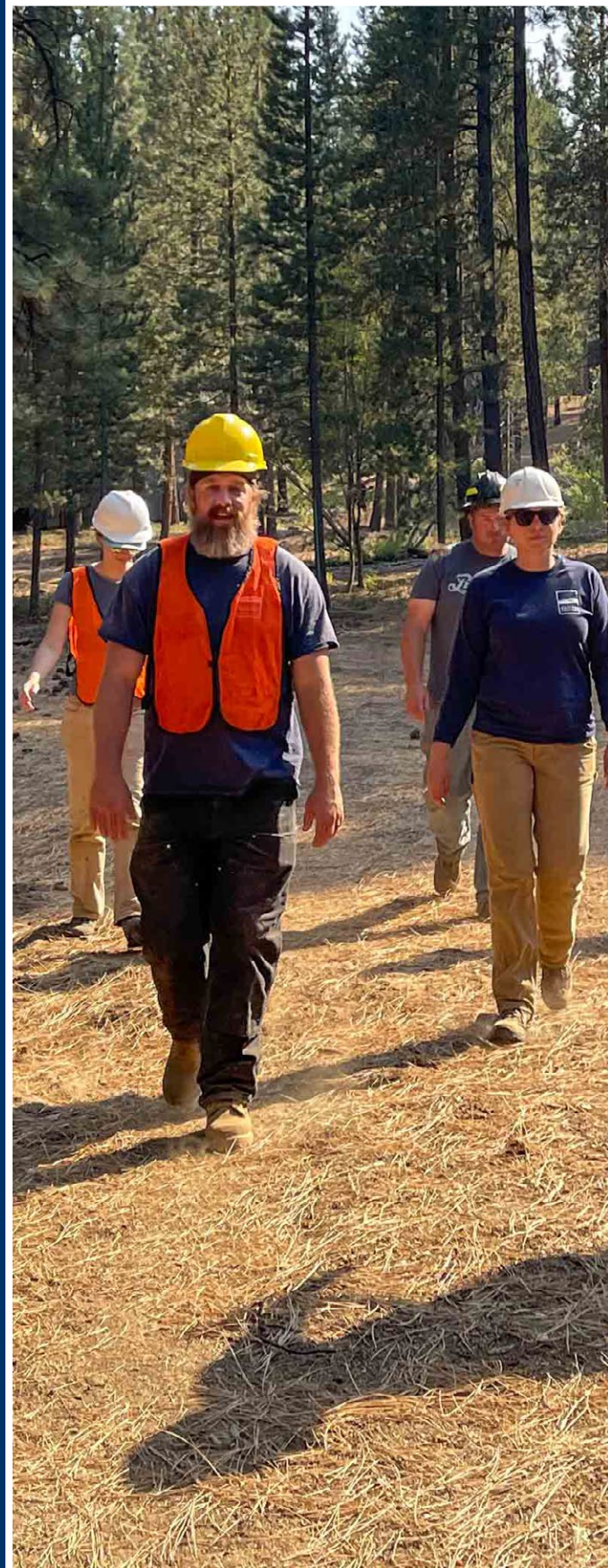
To be considered for this exceptional career opportunity, submit your **resume, cover letter, statement of qualifications (see below), and a list of six work-related references** (two supervisors, two direct reports, and two colleagues). Resume should reflect years and months of employment, beginning/ending dates, as well as the size of staff and budgets you have managed.

Please go to our website to submit your application:
<https://www.cpshr.us/recruitment/1952>

For further information contact:

CPS HR  CONSULTING

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STATEMENT OF QUALIFICATIONS

Please include with your application answers to the following questions.

SOQ Question 1: How would you describe your management style?

Please provide at least two examples of how this style has been effective throughout your career.

SOQ Question 2: What ideas do you have for promoting workforce diversity at the Conservancy and expanding the Conservancy's outreach? How would you promote and maintain diversity across the breadth and depth of the agency?

SOQ Question 3: What experience do you have with financial management, identifying funding sources, building, and maintaining a healthy budget in the California state system.

SOQ Question 4: What experience do you have representing an agency before a governing body? What experience do you have interacting with control agencies within government and with the Legislature?

SOQ Question 5: Describe at least two situations where you served in a leadership role and/or motivated others toward the accomplishment of a goal. What was involved, what did you do, and what was the outcome?

SOQ Question 6: Since the start of the pandemic, the Conservancy has moved to a more mobile workplace. What have been your positive and negative experiences of a hybrid workplace? How would you supervise the staff in the administrative unit of the Conservancy remotely and how would you hold them accountable?

