



We seek motivated applicants for our **Network Director** position.

Position: Network Director  
Employer: Indigenous Stewardship Network  
Location: Remotely-based in California  
Supervisor: Board of Directors  
Job Classification: Exempt (salaried position)  
Salary Range: Competitive salary negotiable based on qualifications & experience  
Benefits: Employer provides health benefits, retirement match, & vacation

#### **About the Indigenous Stewardship Network**

The Indigenous Stewardship Network (ISN) is an emerging non-profit organization created in 2022 under a Tribal Charter with the Yurok Tribe. This Native-controlled and Native-led organization was established to bring people together who are committed to advancing community health and wellbeing, traditions and cultural values through Indigenous-led stewardship. While gatherings on these important issues have occurred informally, there is a need for an organized and dedicated support system to coordinate efforts more intentionally for Indigenous land stewardship practitioners in what is colonially known as California. ISN's core programmatic focus is to establish and leverage a network to develop strategies, models, investments as well as other opportunities that strengthens Indigenous stewardship. ISN is currently in its initial growth phase and seeking a Network Director to lead the organization through this phase.

#### **Position Summary**

The Network Director is responsible for overseeing and facilitating business operations and programs of the organization under the guidance and direction of the Board of Directors. This includes overseeing implementation of business plan and leading decisions to further the organization's growth consistent with the organization's purpose and bylaws. The Director will be a public face of ISN, creating and maintaining strong, collaborative relationships with all ISN members that is inclusive of all tribes, Native-led organizations, and traditional cultural practitioners. The Director's core function is to **facilitate impactful partnerships that are capable of community level change**. This requires a unique individual who thinks in terms of systems and has the adaptive skill set to work across sectors, political perspectives, and beyond any individual program. Director will also recruit and manage all of ISN's staff and contractors, manage its annual budget, administer policy and programs, and work with the Board of Directors and staff to ensure organizational sustainability.

## **Key Responsibilities**

### *Operations*

- Planning and organization of ISN's day-to-day operations including fundraising, strategy and goal setting, communications, staffing, budgeting, and reporting.
- Recruits, hires, orients, and supervises full-time and part-time staff, and contracted workers.
- Ensures implementation of all policies, procedures, and performance standards by all staff.
- Oversees new initiatives under the direction of the board to support the strategic direction of the organization.
- Builds and maintains relationships with current and potential funders.
- Develops and implements a successful fundraising plan in accordance with ISN's mission and goals.
- Provides regular board reports on all strategic, operational, and programmatic matters.
- Works under the direction of the board members to set the organization's strategic direction and priorities and develop policies and procedures.
- Oversees board and staff development and trainings and supports recruitment of new board members and staff.
- Maintains flexibility

### *Network Facilitation*

- Act as the 'backbone staff' of the ISN to build on the excellent work that has been done to date by ensuring newly launched strategies are well aligned, monitored for impact, and build involvement across the network and partnerships.
- Engage tribes, Native-led non-profits, and traditional cultural practitioners, government agencies, community members, and any other relevant partners to participate in ISN in moving toward system change through meaningful action.
- Facilitate connections between and among network members where opportunities exist.
- Promotes collaborative partnerships with non-governmental organizations and state and federal agencies that align with ISN's purpose.
- Advocates for effective policy and legislation affecting Indigenous Stewardship.
- Ensure accountability to outcomes
- Work with directors, members, and partners to facilitate action

## **Qualifications**

- A minimum of 10 years' combined experience in management, nonprofit or comparable business administration, working with tribes, Native organizations, and Native peoples, and fundraising.
- Demonstrated effectiveness working with tribal, state, and federal governments.
- Working knowledge of and appreciation for Indigenous stewardship practices.
- Ability to multitask and adapt to unforeseen situations and events.
- Demonstrated leadership and management skills.
- A passion for building a coalition that strengthens Indigenous-led stewardship efforts, promotes Indigenous lifeways, and increases community-based opportunities.
- Experience and proven ability to encourage and nurture collaboration among diverse partners.
- Excellent written and oral communication skills, with proven ability to convey information clearly.
- Ability to work independently.
- Valid driver's license and willingness to travel up to 1/4 of the time annually throughout California, with travel to other areas of the United States on occasion.

## **Applications**

To apply, please send a cover letter and resume (in pdf format) to [https://docs.google.com/forms/d/e/1FAIpQLSeazleIXwkK6CIP4Xtcon56w552gX7dLZSTPH3CdbS4OumkAQ/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSeazleIXwkK6CIP4Xtcon56w552gX7dLZSTPH3CdbS4OumkAQ/viewform?usp=pp_url). Applicants may contact Indigenous Stewardship Network co-leads by email at [intertribalfire@thewatershedcenter.com](mailto:intertribalfire@thewatershedcenter.com).

Position is open until filled, with application review beginning October 6, 2023

**Indigenous Stewardship Network is an Equal Opportunity Employer**