



*Massachusetts Land Trust Coalition, Inc.*  
*18 Wolbach Road, Sudbury, MA 01776*  
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## **MLTC EXECUTIVE DIRECTOR**

### **Job Description**

#### **2017-18 BOARD OF TRUSTEES**

Rich Hubbard, President  
Franklin Land Trust

Karen Grey,  
Vice President  
Wildlands Trust

Loring Schwarz,  
Vice President  
NewPrimavera Consulting

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Boxborough Conservation  
Trust

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Lincoln Land Conservation  
Trust

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Essex County Greenbelt

Whit Beals  
New England Forestry  
Foundation

Cynthia Henshaw  
East Quabbin Land Trust

Andrew Magee  
Acton Conservation Trust

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Cohasset Land Foundation

Mark Robinson  
The Compact of Cape Cod  
Conservation Trusts

Bob Wilber  
Mass Audubon

Henry Woolsey  
Petersham Open Space  
Committee

#### **STEERING COMMITTEE OFFICERS**

Kathy Orlando, Chair  
Sheffield Land Trust

Lisa Vermegeard, Vice Chair  
Sudbury Valley Trustees

#### **STAFF**

Marylynn Gentry  
Executive Director

Kathy McGrath  
Coordinator

Kara Campbell  
Outreach Coordinator

The Board of Trustees of the Mass Land Trust Coalition is seeking a full-time Executive Director with strong non-profit management experience and a highly diverse skill set.

Mass Land Trust Coalition is a membership-supported organization working to advance land protection in Massachusetts by providing education, tools, networking, and advocacy support for land trusts and their partners.

MLTC has over 200 Members and Conservation Partners, including land trusts, watershed associations, open space committees, advocacy groups, individuals and businesses. It currently hosts the largest statewide land conservation conference in the country.

The ideal candidate will have 5 years financial management, fundraising, grant writing, communications, governance, and administrative experience. Candidates with a working knowledge of land conservation and/or natural resource management may be given preference. The selected candidate, among other things, will:

- Implement initiatives described in MLTC's strategic plan.
- Represent MLTC at conferences, professional meetings, legislative hearings and other events associated with land preservation.
- Oversee an annual conference for members, supervising the Conference Manager, other staff, and volunteers.
- Manage educational programs, workshops, and regional roundtables for members.
- Organize quarterly Member meetings.
- Build partnerships to advance MLTC's mission and raise visibility.
- Advocate on key issues important to land trusts.
- Build and sustain MLTC's land trust membership throughout the Commonwealth.
- Identify, cultivate, solicit, and maintain relationships with individuals, foundations, and other donors supportive of land preservation efforts.
- Manage communications initiatives and create outreach materials.
- Research, write, and implement grants.
- Establish and maintain a partnership with MLTC's Board of Trustees built on trust, candor, respect and communication.
- Supervise MLTC staff and outside contractors.

**Send resume and cover letter by January 5, 2018 to Executive Director, Marylynn Gentry at [mgentry@massland.org](mailto:mgentry@massland.org)**