

**Executive Director Job Posting**  
Southside Community Land Trust

A competitive nationwide search is underway for an Executive Director for the Southside Community Land Trust in Providence RI. The job description appears below. Date of employment is expected to be July 15, 2012 with full assumption of duties on August 1, 2012.

**Organization: Southside Community Land Trust (SCLT) [www.southsideclt.org](http://www.southsideclt.org)**

Founded in 1981, Southside Community Land Trust's comprehensive urban agriculture programs have made many meaningful and lasting impacts on Greater Providence. Today, the organization has grown to serve over 8,500 residents each year with community gardens, youth education programs, workshops, farmland, community events such as the Plant Sale and City Fest, and city-wide urban agriculture initiatives.

Partnerships among individuals from diverse backgrounds have been at the core of Southside Community Land Trust's history, from the organization's beginning to our work today. Currently, over 75% of our program participants are people of color. Many of those who participate in our community gardening programs are first or second generation immigrants from Laos, Cambodia, or Vietnam, with others coming from a variety of African and Central American countries such as Liberia, the Dominican Republic and Haiti.

SCLT's major initiatives, which serve and engage people of all ages, include:

- **14 community gardens** built on formerly vacant lots that enable 275 gardeners and their families from all over the world to join together to grow, consume and sell healthy, culturally-appropriate foods;
- **Providence Community Growers Network**, linking together over 750 food growers at 35+ community gardens and dozens of backyard gardens in all neighborhoods of Providence, founded in 2009 to improve communication and support between gardens and encourage shared resources;
- **City Farm**, a 3/4 acre certified organic demonstration farm and educational site in South Providence; and **Urban Edge Farm**, a 50-acre farm in nearby Cranston, where new farmers have a place to make the transition to commercial agriculture. SCLT's farms also regularly donate farm-fresh food to area food pantries and the RI Food Bank;
- **Hands-on agricultural and environmental education** through programming for children and teens, school field trips, public workshops, garden demonstration sites, and in-field mentoring with growers;
- **Providence Urban Agriculture Task Force**, a 50-member city-wide coalition dedicated to promoting practices and policies to strengthen our city's local food system.

SCLT has a current operating budget of \$740,000, with 8 full-time employee and 1 part-time employee. The Executive Director position is funded with general operating and grant support.

Mission: Southside Community Land Trust provides access to land, education and other resources so people in Greater Providence can grow food in environmentally sustainable ways and create community food systems where locally produced, affordable, and healthy food is available to all.

Purpose: Our purpose is to increase sustainable urban food production in five ways by:

1. Teaching people how to grow food;
2. Locating, securing in trust, and managing land;
3. Increasing access to resources, skills, and markets;

4. Creating communities of support where people share tools, skills and inspiration;
5. Modeling replicable and financially viable programs and practices.

Vision: Southside Community Land Trust is a nationally recognized leader in urban agriculture. We envision Greater Providence as a place known for its residents' ability to raise and process food for themselves, their families, and their community, where backyards, abandoned lots, city parks, farmland, institutional landscapes, and rooftops are protected and transformed explicitly for growing food, and where the people of Greater Providence take pride in their capacity and know-how to support a percentage of their food needs through local production.

**Executive Director Job Description:** The Executive Director is responsible for the professional leadership and management of SCLT, working in concert with the board, staff, and community of support to achieve SCLT's annual strategic goals and objectives consistent with SCLT's mission, purposes, vision, and values. In particular, the Executive Director will provide overall leadership for strategies related to fundraising, organizational development and sustainability, land preservation for growing food, and financial oversight as well as supervision of programmatic implementation of (and evaluation of progress towards) the strategic plan. Compensation for the position is in the range of \$65,000-\$80,000. Advanced degree in relevant fields preferred.

### **Functions/Responsibilities**

- Ambassador: S/he will ensure the organization and its mission, programs, products and services are consistently presented in a strong, positive image to relevant stakeholders. S/he will represent SCLT at all appropriate public functions and make effective public presentations. S/he will establish and maintain contacts and will cultivate collaborations to ensure the representation of SCLT's concerns with key individuals in the public, nonprofit, and private sectors. S/he will assure professional relationships with individuals and organizations that share a stake in urban land preservation for community food security and cultivate new partnerships. S/he will oversee sustainable marketing outreach to raise the visibility of the organization among its various constituencies.
- Coach/guide for SCLT's staff: S/he will facilitate an organizational culture that fosters staff's passion for the mission, cooperation, open and frequent communication, teamwork, collaboration with community partners, and a common organizational vision. S/he will manage, inspire, motivate, and empower SCLT's staff by providing leadership with problem-solving, supervision, and goal setting. S/he will support an inclusive annual planning and review process to set staff members' prospective program goals and objectives. S/he will monitor capacity as SCLT prepares for anticipated organizational and infrastructure growth, ensuring that the scope of each staff position's evolving responsibilities is manageable and clear in light of program expansions. S/he will effectively manage the organization according to authorized personnel policies and procedures that fully conform to current laws and regulations.
- Financial and Facilities Management– S/he will ensure sound fiscal accountability and sustainability and direct financial activities and decisions based on plans and policies developed in concert with the Board of Directors. S/he will work with staff and board to create and recommend the yearly budget for board approval and prudently manage SCLT's resources within those budget guidelines according to current laws and regulations and rigorous accountability standards for tracking grants and budget. S/he will

oversee all bookkeeping, accounting and financial activities to ensure that budgeted programmatic objectives are supported with adequate finances, facilities, technology, communication, and other functional needs.

- Fundraising: S/he will be responsible for increasing, strengthening and diversifying the organization's funding sources. Emphasis will be on strengthening an individual donor base, corporate and foundation giving, and growing the membership base to meet SCLT's annual fundraising goals (i.e. Annual Fund, capital campaigns, endowment, land acquisition, bequests, and other forms of gifts from individuals, foundations, and businesses).
- Board Relations: S/he will serve as the primary staff person for the Board of Directors and the Executive and Property committees, and is responsible for overseeing the staffing of all other Committees.
- Property acquisition: S/he will oversee the planning, due diligence, and negotiations associated with the real estate transactions necessary to secure the long term use (fee title or lease) of at least 2 properties each year for the purpose of new garden expansions.

**We seek a candidate who can demonstrate extensive experience in the following areas**

- Building collaborative relationships with diverse communities
- Promoting healthy organizational growth and culture
- Supporting and managing staff
- Fundraising
- Managing a complex budget
- Working with and developing an effective Board of Directors
- Knowledge of urban agriculture and the larger context of community food security
- Understanding of real estate and property acquisition
- Written communications and public speaking
- Computer literacy

*An ideal candidate would also bring the sense of humor, flexibility, understanding, energy, and innovation necessary for work in a non-profit environment.*

Deadline for application: February 24, 2012 at midnight.

E-mail: [committee@southsideclt.org](mailto:committee@southsideclt.org)

One page cover letter  
Resume