



nature • learning • leadership

EXECUTIVE DIRECTOR, CHRISTODORA

Position Summary

Christodora is set to embark on its next great chapter. Christodora is a robust ecosystem of programs that provide environmental education and leadership training for middle and high school students—in public school classrooms, natural areas around NYC, and at its camp and other wilderness sites around the country. The next Executive Director of Christodora will be NYC-based, succeed its long-time leader, support a strong and committed team, work closely with an energetic Board, and have the opportunity to lead the organization’s next phase of growth.

Christodora’s next Executive Director will be someone who embraces and promotes Christodora’s vision that experiences with nature are transformative by allowing one to better understand the natural world and shape their role within it. They will serve as a passionate ambassador and external champion for Christodora’s programs. They will also bring their skills as a gifted communicator, relationship manager, strategic thinker, and bridge builder to support the organization as it enters its next phase of development.

The ideal candidate will bring:

- a successful track record of managing staff and supporting their professional and personal development;
- a network of potential funding relationships and the ability to cultivate new funding sources;
- demonstrated success managing an organization or an operating division of a nonprofit;
- a demonstrated ability to work well with and manage an engaged Board of Directors;
- a commitment to fostering diversity, equity, and inclusion among all organization stakeholders;
- a high degree of comfort building and sustaining relationships with a wide range of external stakeholders including current and potential funders;
- ability to develop and implement strategies to introduce Christodora a wider range of its neighbors in New York, Connecticut, and Massachusetts;
- experience developing and managing budgets;
- a track record of utilizing strong time and team management skills; and
- experience of how best to integrate technology to improve workflows.

Primary Responsibilities

- Lead a team of eight full-time staff and up to 25 seasonal and part-time staff while working to clarify each staff member's roles, responsibilities, and authority to ensure a high-functioning environment where staff feel supported and engaged.
- Oversee all Christodora programs.
- Provide the Board of Directors with program updates, financial and operational indicators, organizational opportunities, and strategic recommendations.
- Maintain and cultivate relationships with a wide range of stakeholders.
- Oversee the management of the financial planning, budgeting, and resource allocation for Christodora.
- Act as the principal spokesperson to promote and advocate for the work of Christodora.
- Work closely with the Manager of Development & Communications and the Board to identify funding and grant-seeking opportunities.

Compensation and Benefits

The first-year salary range for this position is \$165,000 to \$175,000, employer-paid health insurance, and a generous benefit package including 4 weeks paid time off and additional wellness days.

About Christodora

Christodora provides opportunities for young people to learn about the environment and experience the natural world first-hand. Christodora has served communities across New York City for over a hundred years, founded in 1897 as a pioneering nonsectarian settlement house. Today with a budget of approximately \$1.5M, Christodora serves over 2,500 New York City students every year in three key program areas: in-classroom learning through the Winter Ecology Program, bringing environmental educators into middle school earth science classrooms; Wilderness Immersion at the Manice Education Center in the Berkshires, offering school-group field trips and overnight summer camp sessions; and Year-Round Stewardship and Leadership Development in New York City through park and trail stewardship, citizen science projects, and access to environmental advocacy opportunities.

Staff Vaccination Policy

To help maintain the health and safety of the Christodora community, all staff are required to be up-to-date with vaccinations against COVID-19. As part of an offer of employment, the final candidate is required to be vaccinated as a condition of employment, unless an exemption applies.

To Apply

Christodora has engaged Schall & Russo Planning Works, LLC to assist with this search. Interested candidates should email (noting "Christodora ED" in the subject line) a thoughtful cover letter and resume, in confidence, to: Steven Schall, Schall & Russo Planning Works, sschall@schallrusso.com