



Executive Director, Maine Huts & Trails

Maine Huts & Trails is a non-profit organization whose mission is to contribute to the economic, social and natural environment of Maine's Western Mountain region by creating and operating a world-class recreation corridor for current and future generations.

Our backcountry trails enhance access to beautiful lakes, rivers and forest lands, and our low impact huts provide inviting spaces that facilitate outdoor adventures and learning. This self-sustaining resource stimulates environmentally sensitive economic opportunity in the region by attracting visitors of all ages and abilities.

Beyond providing a unique introduction to the joys of Nordic skiing and snowshoeing during the winter and hiking, biking, and paddling during the summer, Maine Huts & Trails has become an award-winning nature-based tourism destination that, to-date, has attracted more than 10,000 visitors from 25 states and several countries to western Maine to take part in healthy, outdoor recreation. Now operating 3 huts (122 beds) and 50 miles of trails, the organization has an annual expense budget of just over \$1,000,000.

The ultimate vision is to create a self-sustaining recreation corridor of up to 200 miles long and a dozen huts that attracts visitors to western Maine on a year-round basis from across the country and around the world.

Position Summary

The Executive Director will be the organization's second and will provide overall management, planning, and leadership of Maine Huts & Trails, balancing the development of trails, huts, organization, and programming with financial, capital and human resources. This position reports directly to the Board of Directors and will work through staff and with the Board and its committees to operate and further develop the hut and trail system as an economically viable, high quality resource that positively impacts its communities. The Executive Director assumes accountability for the system's success.

Position Responsibilities

- Work through staff, Board, partners, and communities to fulfill the Maine Huts & Trails mission of:
 - Contributing to the natural, economic and social environment of Maine's Western Mountain region
 - Creating and operating a world-class recreation corridor for current and future generations

- Enhancing access to some of Maine's most beautiful lakes, rivers and forestlands
 - Providing inviting spaces that facilitate outdoor adventures and learning
 - Becoming a self-sustaining resource by attracting visitors of all ages and abilities.
- Lead fundraising through personal efforts, board engagement, volunteers, and professionals (as necessary). Cultivate and sustain productive relationships with donors and potential donors. Solicit capital and operating contributions from major donors, foundations and government agencies and provide leadership in planning and implementing a multi-year fundraising plan.
 - Develop a strategic plan with short and long-term priorities for organization sustainability including:
 - An organization model that minimizes the need for overhead and by leveraging the resources of other organizations in the region.
 - A well-defined brand image for Maine Huts & Trails and a marketing plan that creates positive public awareness, expands the customer base by extending reach into new market areas, and fulfills system occupancy requirements.
 - An operating plan and standards that ensure a safe, first class guest experience with superior hospitality and service, and a recreation "product" that builds reputation, loyalty, and repeat visits.
 - Ensure that the strategic plan is regularly reviewed and updated in conjunction with annual budgets and longer range financial plans.
 - Secure, develop, and maintain the organization's capital assets
 - Secure in perpetuity year round access to the trail corridor and hut sites and continually refine and actualize the Maine Huts & Trails vision. Develop protections to ensure that the corridor provides a world-class "people powered" natural experience.
 - Ensure that buildings, bridges and other structures are designed with the long term, safety, and environmental stewardship in mind and are reflective of the Maine Huts & Trails overall brand.
 - Manage Maine Huts & Trails' human and financial resources. Lead the organization through growth and change while maintaining an environmentally conscious and guest centered culture. Hire, develop, and lead an experienced and skilled staff to provide world-class outdoor recreation and environmental education experiences to users of the system, encourage responsible use of the huts and trails and create and execute plans to further develop the system and organization that supports it.
 - Effectively communicate the promise of Maine Huts & Trails building public recognition of its brand and mission regionally, nationally, and even internationally.
 - Develop and nurture productive relationships with key policy makers in state and local governments and with conservation and recreation organizations ensuring that Maine Huts & Trails is viewed as a positive force for environmentally sensitive economic development, outdoor recreation, and environmental education. Foster and maintain productive relationships with landowners, communities and synergistic organizations along the trail corridor.

- Work with high quality providers of environmental education and outdoor recreation to encourage and support their use of Maine Huts & Trails as a top-notch venue for programming, with special emphasis on Maine youth.

Qualifications

Education: A bachelor's degree is required. An advanced degree related to business, environmental science, education, or economic development is desirable.

Experience: A seasoned organizational leader with at least 5 years of operational and business management experience with private, non-profit, or public sector organizations is preferred, including 5 years at a management level. Proven leadership and success in a start-up venture is a plus. Experience in tourism or the hospitality industry is also a plus.

Attributes: The position calls for an entrepreneurial spirit coupled with strong leadership and management skills. The Executive Director must be a strategic thinker, persuasive communicator, an excellent fundraiser, and be able to engage and collaborate with diverse communities.

- Engaging, personable leader who will motivate staff, volunteers, donors, and partners, and who enthusiastically embraces the full array of responsibilities: strategic planning, organizational management, community building, fund raising, and communications.
- Demonstrated stakeholder relations skills; an ability to work with a wide array of individual, corporate, and foundation donors, volunteers, state and local governments, businesses, and non-profit organizations.
- A strong people leader with the ability to effectively motivate, manage and develop staff in a variety of locations.
- An exceptional communicator with strong written, verbal and presentation skills.
- A business manager with proven financial management experience, with particular emphasis on non-profit fiduciary responsibilities, especially budgeting, financial planning and controls.
- An accomplished outdoors person experienced in hiking, cross country skiing, and paddle sports, preferably in guiding groups or instructing others in the sports. Knowledgeable about Maine, its communities, natural resources, and outdoor recreation.
- Ability to work primarily in the Kingfield, ME headquarters location.

This is a full time, year round position with a competitive salary and benefits package. All interested candidates, please email resume and cover letter to edsearch@mainehuts.org by February 5, 2012.

Maine Huts & Trails is an equal opportunity employer that values diversity in the workplace.