



## **Ice Age Trail Alliance Career Opportunity**

### **Director of Trail Operations**

**Location:** Cross Plains, WI

**Supervisor:** Executive Director/CEO

**Status:** Full-time career, exempt

#### **Position Summary**

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The Ice Age Trail Alliance (IATA) seeks an inspiring leader with operational savvy to advance its mission, image, and reputation as a premier conservation and recreation organization. The Director of Trail Operations will create and implement short- and long-term strategies for planning and developing the Ice Age National Scenic Trail in collaboration with many partners at the local, state, and national level. This position will also play a key role in maintaining and nurturing the Alliance's long-standing commitment of volunteers.

Reporting to the Executive Director/CEO, the Director of Trail Operations will serve as a member of the Leadership Team. They will also collaborate with, and provide oversight to, two full-time direct reports as well as additional seasonal employees.

The position is based at the Alliance's headquarters in Cross Plains, Wis., which is a bright, casual office, situated on the Ice Age National Scenic Trail.

#### **Core Accountabilities**

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- Work closely with, and collaborate as a member of, the Leadership Team
- Implement short- and long-range programs associated with the strategic plan and other operational goals
- Work with public and private partners to develop and promote Trail development and sustainability practices and policies
- Supervise, evaluate, and provide direction to Trail program staff and report performance(s) to the Executive Director
- Liaise with all functional areas of the Alliance, including the Board of Directors and its committees, to improve program and cross-program advancement
- Manage Trail development with fellow staff, volunteers, and partners
- Work with staff to develop and manage Trail program budgets, obtain adequate Trail program funding, and maintain financial tracking
- Assess statewide Trail and infrastructure needs, determine priorities, and manage timelines
- Develop and provide policy guidance regarding governmental agreements, county and regional planning efforts, timber management, and conflicting recreational use impacts to protect and enhance the Trail experience
- Build and maintain inclusive, effective relationships with chapters and volunteers through Trail improvement events, volunteer education, personal communications, and visits
- Ensure federal, state, and local compliance requirements are addressed in advance of all Alliance Trail and property development undertakings



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### **Other Requirements and Desired Experience**

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- Extensive experience managing professional trail development
- Proven record of success implementing public/private partnerships; and demonstrated success in a non-profit organization
- Understanding of justifications for conserving ecological landscapes highlighted by the Ice Age Trail
- Thorough comprehension of sustainable trail design, project management, trail construction, and maintenance practices
- Must be a self-starter with good judgment and initiative to work without close supervision
- Strong management and business skills
- Understanding of trail right-of-way and property acquisition processes
- Understanding of basic GIS and applicable Apps
- Confident public presence and ability to communicate clearly through written and oral means
- Experience leading and delegating responsibility for direct reports
- Must be able to travel in all weather conditions on the behalf of the Ice Age Trail with volunteers, landowners, and other interested parties

### **To Apply**

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Please send cover letter and resume to [careers@iceagetrail.org](mailto:careers@iceagetrail.org) with “Application for Director” in the subject line by October 11, 2021.

You will receive confirmation of your application within three business days. No phone calls, please.

### **What to Expect**

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When you join our team:

- You can expect to work with a small team of passionate people who are creative and committed to having an impact and getting their work done.
- You will have great benefits and work-life balance.

### **Compensation**

The Director of Trail Operations will be compensated with a competitive base salary and a strong benefits package, including a 403b plan.

### **IATA Equal Employment Opportunity Statement**

The Ice Age Trail Alliance is an equal opportunity employer. All qualified applicants will be considered for employment without unlawful discrimination based on race, color, creed, national origin, sex, age disability, marital status, sexual orientation, military status, prior record of arrest or conviction, citizenship status or current employment status. We value diverse experiences and educational backgrounds.