



# A2A

Algonquin to  
Adirondacks  
Collaborative

## **Job Posting: Executive Director for Algonquin to Adirondacks Collaborative (A2A)**

**Position:** Executive Director

**Organization:** Algonquin to Adirondacks Collaborative (A2A)

**Location:** Ottawa/Kingston/Preston (Hybrid; primarily remote with organizational representation at events and meetings. Travel through the A2A as required)

**Type:** Full-time

**Salary Range:** \$80-85k

**About Us:** The Algonquin to Adirondacks Collaborative (A2A) is a Canadian, U.S. and First Nations non-profit, charitable conservation organization dedicated to protecting, restoring, and enhancing wildlife habitat in the Algonquin to Adirondack region. Established in 2000 and incorporated in 2002, A2A focuses on enhancing conservation and ensuring connectivity for native wildlife species living and migrating through this critical corridor. A2A is one of the most important wildlife linkages in the Eastern Wildway from Georgia to the Boreal forests of Canada, and our work is vital to the ecological health of eastern North America.

Our initiatives include public outreach, decreasing threats to biodiversity, establishing the A2A Pilgrimage for Nature Trail, conducting road ecology studies, sharing resources and knowledge and building collaborative capacity with partners to meet our mission and shared goals.

**Position Overview:** A2A is seeking a dynamic and experienced Executive Director to lead the organization in its mission to protect, restore and enhance wildlife habitat connectivity in the Algonquin to Adirondack region. As a small non-profit, we are seeking an Executive Director who will be responsible for overseeing the general operations, fundraising, programming, partner relations, and member engagement.

### **Key Responsibilities:**

- **Strategic Planning:** In collaboration with the board, continue to develop and implement the strategic plan to advance A2A's mission and objectives.
- **General Operations:**
  - **Administration:** Manage day-to-day operations, ensuring compliance with legal and regulatory requirements.
  - **Finance:** In collaboration with the board and bookkeeper, oversee financial management, including budgeting, reporting, and ensuring financial stability.

- **Staffing:** In the long term, recruit, hire, and supervise staff, fostering a collaborative and productive work environment. Future staffing may include coordinators for US Program, Development/Communications, and Canadian Program, along with other part-time/intern/contractor positions
- **Partner Collaboration:** Strengthen and expand partnerships with stakeholders, including government agencies, non-profits, and community organizations.
- **Fundraising:** Lead fundraising efforts, including grant writing, donor relations, and developing new revenue streams.
- **Programming:** Support the promotion, delivery, and quality of A2A's programs and services.
- **Member Engagement:** Enhance member engagement and grow the membership base.

#### **Education:**

- Bachelor's degree in Environmental Science, Conservation, Non-Profit Management, or a related field

#### **Qualifications:**

- 5 years proven experience in a management role within a non-profit organization, preferably in conservation or environmental sectors
- Strong planning and organizational skills
- Demonstrated ability to manage finances, including budgeting and financial reporting.
- Successful track record in fundraising, including grant writing and donor relations
- Excellent communication and interpersonal skills
- Ability to work collaboratively with a diverse range of stakeholders
- Passion for conservation and the mission of A2A
- Ability to travel as required; must have a valid passport
- Knowledge of the Algonquin to Adirondack region and its ecological significance is preferred

**Application Process:** Interested candidates are invited to submit their resume and cover letter detailing their qualifications and experience to [human.resources.a2a@gmail.com](mailto:human.resources.a2a@gmail.com). Applications will be reviewed on a rolling basis until the position is filled.

**Equal Opportunity Employer:** A2A is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Join us in making a difference in one of the most critical wildlife corridors in Northeastern America. Apply today to become the Executive Director of A2A and lead our efforts to protect and enhance wildlife habitat connectivity in the Algonquin to Adirondack region.