

Job Title: Executive Director of the Rocky Mountain Biological Laboratory

Reports to: Board of Trustees

Campus: Crested Butte

Part/Full Time: Full Time, 12 months

Hours per Week: 40

Salary Range: \$100,000-150,000

About RMBL

[RMBL](#) is an internationally esteemed field station embedded within the high elevation ecosystems of Colorado. RMBL's commitment towards community and data longevity has been solid: the ecosystems surrounding RMBL are among the best studied and understood globally due to long-term, multi-decadal research programs and a broad community of scientists, staff and alumni devoted to the institution and this physical place. Transdisciplinary and transformative research apply rapidly developing technology to reveal the fundamental rules of life, including genetic engineering, big data, remote sensing, and advanced analytics. These technological innovations have the potential to reveal the mechanistic basis of the ecosystem services upon which humanity depends, thus informing the strategies required to mitigate the impacts of global change. We are looking for an executive director (ED) who will maximally leverage resources targeted towards technological innovations and couple them to the deep understanding of natural systems that comes from long-term, detailed study in the same place. RMBL's ED will facilitate and synergize scientific opportunities by leveraging long-term research knowledge and expertise with novel spatial data platform approaches that will allow us to scale up and down patterns and processes and while aggregating spatially-temporally co-located data developing valuable data products with broad applications.

Position Description

Functions

- A full time Gunnison Valley resident to lead and direct the development and achievement of the RMBL's mission, vision, strategy, and its annual goals and objectives;
- The ED will provide scientific leadership, including maintaining a national profile for RMBL, tracking scientific trends to ensure RMBL keeps up with the changing needs of scientists, building scientific alignment within the RMBL scientific community, while leading large infrastructure projects.
- The ED will ensure effective operations, ensuring operations reflect strategic priorities and facilitating strong communication between the scientific community and operations;
- With the Chair of the Board the ED will enable the Board to fulfill its governance role, including but not limited to fiduciary oversight, and take a leading fundraising role.

Major Functions/Accountabilities

Community Relationships (local and broader researcher community, local infrastructure)

In concert with the Board, working with the Board Development Committee, the ED is responsible for the success of the institution's fundraising. The ED will have a large responsibility in fundraising activities –including participation in local fundraising events- and will work closely with the board development committee.

Board Administration and Support

Supports operations and administration of the Board by providing advice and the information the Board needs to provide effective oversight and to conduct strategic planning. The ED works with the Board to guide its development. The ED serves as the interface between Board and staff and supports the Board's evaluation of the ED and itself.

Scientific and Education Support

The ED is responsible for hiring the staff and working with those individuals to support effective communications and feedback between the scientists and operations.

Fiscal Responsibilities

Working with the staff and potential consultants, the ED ensures that RMBL is fiscally sound. The ED ensures that a yearly budget is prepared for Board approval, accurate quarterly financial reports are provided on a prompt basis to the Board Finance Committee, and that the Board is made aware of, and approves as appropriate, significant variations from the budget. The ED will guide analyses for institutional risk management and will make the board aware of associated risks. In addition, the ED will work with staff, scientists and the Board development committee to identify and pursue funding from sources including foundations, government funding sources, and alliances that could provide other institutional support

Human Resource Management

The ED ensures that the RMBL has personnel procedures that conform to current laws and regulations and that the human resources of the organization are effectively managed.

Communication and Public Relations

The ED ensures that RMBL consistently presents a positive image.

Posting Detail Information

Desired Start Date: May 2025th (earlier start negotiable)

Job Open Date: January 30th, 2024

Job Close Date: Review of applications will begin March 15th, 2024

Open Until Filled: Yes

Applicants should submit 1) a cover letter that summarizes leadership experience and vision, 2) a curriculum vitae, and 3) the contact information for three references to the following EDsearch@rmbll.org. Reference letters will only be requested from top applicants after an initial screening. Review of applications will begin March 15th, 2024, and continue until the position is filled.

RMBL is an Equal Opportunity Employer

The Rocky Mountain Biological Laboratory (RMBL) as a recipient of Federal financial assistance is subject to the provisions of [Title IX](#).

RMBL is dedicated to the principles of equal employment opportunity in any term, condition or privilege of employment. We do not discriminate against applicants or employees on the basis of age, race, sex, color, religion, national origin, disability, sexual orientation, political affiliation, or any other status which may be protected by law.

RMBL is required to comply with all Federal and [State Laws](#) related to verifying employment opportunity. To comply with these requirements, upon employment, RMBL will need to make copies of either your passport or both your driver's license and social security card.