

LAHONTAN VALLEY ENVIRONMENTAL ALLIANCE

OPEN JOB ANNOUNCEMENT

EXECUTIVE DIRECTOR

Starting Salary: \$30,000 - \$35,000 annually (DOQ)

This is not a Churchill County or City of Fallon position. This position is hired by, and reports to, the Lahontan Valley Environmental Alliance (LVEA) Board of Directors.

Applications are invited for the full-time position of Executive Director for the Lahontan Valley Environmental Alliance (LVEA). This opening has come about because of the retirement of the current Executive Director. The incumbent, under the LVEA Board's direction, formulates and directs the activities of the Lahontan Valley Environmental Alliance.

Duties of the position include, but are not limited to, the following:

- Organize and coordinate efforts through the LVEA to protect water and other natural resources, as well as the agricultural economy, of the Lahontan Valley.
- Coordinate administrative activities, including financial activities, within the LVEA, in conjunction with the LVEA Board.
- Plan, schedule, coordinate, direct and evaluate staff (currently one half-time individual).
- Perform community outreach to educate the public regarding LVEA, land, water, and other natural resource issues
- Develop and publish a quarterly LVEA Newsletter.
- Track natural resource legislation at the state and federal level and lobby when needed.
- Attend local, state and federal meetings dealing with LVEA issues.
- Research, write and administer grants; develop fundraising activities.
- Work with various community organizations and serve on boards and committees to promote and enhance the LVEA goals and to keep other entities informed of LVEA activities.

LVEA is looking for a self-motivated, well-organized, multi-tasking individual who is willing to proactively develop creative and effective solutions to address the goals of LVEA.

This is an at-will position, which serves at the pleasure of the LVEA Board of Directors.

MINIMUM QUALIFICATIONS

If you have a disability and believe you require an accommodation for the disability, please contact the Lahontan Valley Environmental Alliance office at 775 423-0525

- Bachelor's Degree or any combination of education and/or experience that could likely provide the desired knowledge and abilities for this position.
 - Strong interest in and knowledge of agriculture, water and other natural resource issues with emphasis on issues affecting Churchill County and the Newlands Reclamation Project area.
 - Must reside in Churchill County, Nevada. (Candidates outside Churchill County must be willing to relocate to Churchill County).
 - Possession of, or ability to obtain and maintain, a valid State of Nevada driver's license.
-

APPLICATION PROCEDURE

Submit a resume and a letter of interest indicating why you are interested in this position to Lahontan Valley Environmental Alliance, 446 W. Williams Ave., Fallon, NV 89406, no later than 5:00 pm, Friday, April 14, 2006. Your resume and letter must clearly show your qualifications for the position to receive further consideration.

This announcement is generally descriptive of the duties and qualifications for the job. It is not to be construed as an expressed or implied contract