



Clean Water Finance & Development Director

The Lancaster Clean Water Partners is seeking an experienced Finance and Development Director to lead and manage the financial strategy and unique, collaborative financing approaches of the countywide effort to improve water quality in Lancaster County. The Partners has identified the need for a rapid and urgent increase in conservation implementation and capacity, both of which will require a significant increase in funding. Under the leadership of the Finance and Development Director, the Partners will drive the collaborative work to identify and secure multiple sources of implementation dollars that go to partner organizations and when appropriate, to the Partners directly to support a broader strategy. The work also facilitates the big-picture strategy for increased capacity at partner organizations across the county. The Finance and Development Director will work with partner organizations to write and act on funding strategies, which will include applying innovative solutions and assuring excellent fiduciary oversight for collaborative financing.

How You'll Make an Impact

- **Build:** Identify, acquire and implement systems to provide critical financial and operational information to support multiple partner organizations
- **Develop:** Strategies for acquiring significantly increased funding for Lancaster County and the systems for assuring proper financial management
- **Partner:** Maintain relationships and strategic alliances with diverse community partners including; banks, agencies, non-profits, technical service providers, foundations, and more

The Lancaster Clean Water Partners - Organizational Overview

The Lancaster Clean Water Partners (the Partners) is a countywide, collaborative partnership of more than forty diverse partner organizations – local leaders in business, municipal public service, higher education, conservation planning, and non-profit management – that come together with a shared vision of clean and clear water in Lancaster by 2040. The Partners' mission is to rapidly accelerate and expand the ability of the partner organizations to restore and sustain healthy Lancaster County waterways. The cross-sector collaboration of this group

is essential to accomplishing goals and requires intentional outreach, strategic and strong partnerships, as well as transparency and inclusive practices.

The Lancaster Clean Water Partners is a program of the Conservation Foundation of Lancaster County (CFLC), an independent 501(c)(3) organization whose mission is to promote, support, and sustain the stewardship, education and conservation activities undertaken by the Lancaster County Conservation District and other local partners. The person filling this position will be an employee of the Lancaster County Conservation District but will focus completely on the work of the Lancaster Clean Water Partners, reporting to the Director of Strategic Partnerships and Programs.

POSITION DESCRIPTION

The role of the Partners' Finance and Development Director is to create and drive a sustainable funding strategy for the Partners and partner organizations to implement collaborative, efficient, and effective best management practices (BMP) at a watershed scale in Lancaster County, PA. The unique position serves an almost hybrid role of working on finance, development, and policy as they need to align in order to collectively achieve the Partners' mission of clean and clear by 2040. That includes the successful implementation of Lancaster's Countywide Action Plan (CAP) through the various partner organizations. This person will also build partner collaborations to engage both state and federal agencies on financial policies and procedures needed to support the mission.

The Director will promote and employ an entrepreneurial lens and approach to financial matters. They will provide leadership and direction to the Partners' Steering Committee and staff on all matters related to financial operations. They will also provide oversight for all related systems and processes used to direct applications for new funding and better use of existing funds available to partner organizations' clean water efforts. They must be adaptable and able to thrive in a continually evolving, deadline-driven environment that requires working with a variety of partner organizations that have different missions, organizational structures, resources, and needs, as well as different timelines and abilities to meet their obligations. Managing a business strategy that supports sustainability and growth for the partner organizations will be key.

JOB DUTIES AND RESPONSIBILITIES

Primary Responsibility: Financial Management (Operational and Strategic)

- Collaborate with the team to develop and implement the operational infrastructure for countywide clean water funding in order to accomplish the goals, strategies, and Common Agenda
- Launch and lead strategic initiatives, focusing on the big picture and potential scaling of the Partners over time.
- Responsible for the measurement and effectiveness of all funding processes internal and external with timely, accurate and complete monthly reports on the operating condition of the organization.
- Develop accounting standards and procedures to assure uniform accounting practices, internal controls, and compliance with federal, state, and local regulations.
- Responsible for the development and maintenance of all contract and grant budgets in collaboration with Program management and external stakeholders

Specific Job Duties and Responsibilities

- Prepare internal annual operating budgets and regular reports on financial activities to Partners' leadership, including audits as needed, plus key findings and analysis of trends.
- Develop and implement a strategic plan for sustainable funding of the Partners in support of its mission and vision.
- Oversee development of an annual comprehensive financial plan for the countywide, collaborative clean water efforts guided by the Partners as the backbone organization; share it with partner organizations as needed to reflect the internal incomes/expenses.
- Create and disseminate financial metrics that demonstrate the Partners' management of funds and prioritized allocation of resources.
- Provide the leadership and expertise to create and administer a funding plan for complete and successful CAP implementation that meets partner organizations' individual and collaborative needs.
- Work alongside the Communications and Program Manager to share key budget reports and disseminate financial metrics when appropriate.
- Work with the Project and Grants Coordinator to prepare budgets required for grant applications and donor solicitations. Prepare financial reports for funders (foundations, government agencies).
- Assist partner organizations with financial guidance that supports the collective effort.

- Build relationships with funding partners that lead to confidence in Lancaster’s ability to use resources wisely, with excellent accountability, and a sense of urgency to meet the needs of Lancaster’s CAP; ensure the highest level of accountability to all funders.
- Engage new and innovative partners like banks and businesses in ways that make financial sense for them and for clean water project implementation (use the REAP program, stronger loans for conservation practices, etc)
- Enhance the Partners’ image by being active and visible in the community; developing relationships with legislators and regulatory agencies; and working closely with other professional, civic and private organizations.
- Utilize and nurture the existing environment for collaboration between partner organizations to build trust, sustainable funding capacity, and more interaction.

Required Qualifications

- A bachelor’s degree in finance, accounting, or a related field is required; a master's degree or equivalent experience is preferred.
- Transparent and high integrity leadership.
- Five or more years of grant or strategic financial management experience required (not investment); nonprofit preferred.
- High level strategic thinking and planning. Ability to envision and convey the organization’s strategic financial future to staff, board, partner organizations, and funders.
- Ability to structure a financial plan and explain to funders/investors with credibility.
- Previous success in establishing relationships with individuals and organizations of influence including funders, partner agencies and legislative/regulatory agencies.
- Familiarity with Pennsylvania’s environmental funding resources, specifically within the agriculture and stormwater sectors; familiarity with Chesapeake Bay regional funding is a request but not a requirement

Preferred Skills

- Comfortable working on a small team
- A flexible team player who is collaborative and maintains a “no job too small” attitude
- High level of maturity, empathy, and grace under pressure
- Excellent written and verbal communications skills
- Strong organizational skills and attention to detail
- Ability to manage and prioritize multiple complex sets of tasks (effectively multitask)
- Ability to effectively interact with a diverse set of colleagues including grantees, trustees, partner organizations, and community members
- Solid organizational abilities, including planning, delegating, program development and task facilitation.

- Strong financial management skills, including budget preparation, analysis, decision making and reporting.
- Strong work ethic with a high degree of energy.

Ideally, the Director will have prior experience working collaboratively with a variety of small- to medium-sized nonprofits who have programs and/or activities similar to those of the partner organizations. The partners are independent organizations with unique missions and are not within the Partners' oversight. However, the Partners ultimately hold significant responsibility for collaborative projects and partner organizations' success in managing and meeting their own financial goals which lead to improved water quality for all.

Why We Will Value You

- **Impactful** – You have gravitas, creating impact through discussion, debate, and action, using narrative to ensure that their point of view is understood and heard.
- **Influencing** – You earn respect with a tone of voice that gets you heard in honest and difficult conversations, and where your personality and character are strengths.
- **Inspiring** - You build trust and respect across the organization, harnessing the skills of everyone to work together to deliver long-term value to the business.
- **Innovative** – You explore innovative ways to lead and navigate business growth, manage the associated risks, and complexities of driving change.
- **Inclusive**- You make sure that everyone feels welcome and safe within our spaces
- **Investment**- You work on your relationships with internal and external partners, always turn toward team members, and work through conflicts and disagreements.

This is a grant-funded full-time position intended for 30-40 hours per week. The position will be physically located in the Lancaster County Conservation District office. The Lancaster Clean Water Partners offers competitive compensation and benefits as well as a flexible work environment. The Partners encourages diverse candidates to apply and is committed to creating a diverse and inclusive environment. The Lancaster County Conservation Foundation is proud to be an equal opportunity employer and 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.

To apply, please provide a cover letter, salary requirements, and resume via Indeed. Use the subject “Finance & Development Director Application.”