

# BSCA Executive Director Job Description

## Executive Director Job Summary

Imagine working with fishermen, lawmakers, and scientists to conserve the world's largest bonefish flats. That's what the Bahamas Sportfishing Conservation Association (BSCA) seeks to do.

BSCA is a dynamic nonprofit made up of visionaries who believe in the adage that one should “never doubt that a small group of thoughtful, committed citizens can change the world” (Margaret Mead). To that end, BSCA is seeking a high-powered individual to assist in fulfilling its mission to protect the marine habitats of the Commonwealth of The Bahamas.

BSCA is fully committed to promoting the conservation of habitats, marine life as well as sustainable fishery. Through its funding arm, the Bahamas Sportfishing Conservation Cooperation (BSCC), BSCA engages in activities that fulfill the following goals:

- Increased education, outreach, and raising public awareness
- Species and habitat protection
- Marine research and conservation
- Economically and environmentally sustainable industry

The Executive Director will work with BSCA's board to evolve and execute its strategic plan, conduct oversight of BSCC funding, and manage all BSCC-BSCA projects. BSCA has a three-prong focus:

- ⇒ Educational Arm - aims to educate individuals to address environmental challenges such as unregulated coastal development, clearing of coastal plants, filling of wetlands, illegal dumping and unregulated harvesting of marine resources.
- ⇒ Restoration Projects – targeting major creeks and inland lakes to reverse the deterioration of the mangroves and the surrounding nurseries.

- ⇒ Sustainability and Conservation Mandate – Seeking to implement responsible ecosystem management that ensures the survival of the fly-fishing industry today while conserving the fishery for the future.

## Responsibilities

With a core focus on executing Board directed strategic plans, this fast-paced role will evolve with the needs of BSCA's projects; yet, it will require adherence to and fulfillment of the terms of reference for externally funded projects. In summary, the Executive Director will,

- Participate in the Board's strategic planning process to determine organizational goals and directions
- Implement strategies in accordance with BSCA's guidelines and mission
- Conduct financial planning and be fiscally responsible in the execution of BSCC-BSCA's budget and prepare and submit Board-directed reports.
- Oversee BSCC funding programs and coordinate with funding agencies
- Fulfill the terms of references and requirements for all externally funded projects and ensure achievement of project deliverables
- Direct and oversee all projects to successful completion using project management best practices and principles—engaging in project planning considering the cost, the schedule, the scope and ensuring quality—and prepare and submit project reports as directed by the Board.
- Manage operational functions
- Seek to execute BSCA's educational, restoration and sustainability projects to an exemplary code of ethics and excellence
- Develop and implement educational campaigns and sustainability programs
- Work with local and national policy makers to advance and implement conservation strategies
- Learn from, meet, and collaborate regularly with fishermen and fishing communities

## Basic Qualifications & Skills

- 5+ years of experience at the executive level developing business strategy, engaging in financial planning, and leading teams
- 3+ years of specific Project Management experience
- A bachelor's degree in a business or public policy related focus area
- Budget management experience including budget analysis and preparation and an understanding of finance-related performance metrics
- Strong knowledge of QuickBooks
- Strong oral and written communication skills
- Strong leadership abilities including strategic planning, program development and implementation
- Experience developing and advancing public policy

## Preferred Qualifications

- Master's degree in business or public policy
- Experience utilizing Project Management Life Cycle (PMLC) methodology/principles
- Project Management certification
- Experience developing and advancing public policy related to natural resource conservation
- Experience with conflict resolution and building consensus across diverse stakeholder groups

## Compensation Package

The successful candidate will be required to reside on the island of Andros located in the Commonwealth of The Bahamas or reside on the island of New Providence with frequent travel to Andros. Salary and compensation package will be commensurate with experience. Please be advised that applicants will have an opportunity to discuss compensation during the application process.