



Audubon Society of Rhode Island

Title: Associate Director of Audubon Nature Center and Aquarium

Location: Bristol, Rhode Island

Job Type: Full-Time, Exempt

Reports To: Executive Director, Audubon Society of Rhode Island

Salary Range: \$63,700-\$71,000 commensurate with experience

Our Mission: The mission of the Audubon Society of Rhode Island is to protect birds, other wildlife, and their habitats through conservation, education, and advocacy for the benefit of people and all other life.

Climate change has emerged as a principal priority of the Audubon Society of Rhode Island. Our partnership-based approach to policy, advocacy, education, research, and conservation has been critical to our success. The Associate Director will carry out the vision of the Audubon Nature Center and Aquarium to serve as the gateway to inspiring and connecting all visitors to the mission of Audubon and the wonders of the natural world.

In addition, our vision encompasses informing visitors about the pivotal roles Audubon plays in environmental education, research, conservation, and advocacy throughout the state. By providing engaging and informative exhibits (both permanent and temporary), programs, workshops, joint ventures with other non-profits, partnerships with community organizations, and resources, we aim to empower individuals with knowledge about Audubon's meaningful contributions to preserving Rhode Island's ecosystems and wildlife.

Ultimately, our vision is to be a beacon of inspiration and education, cultivating a sense of environmental stewardship and encouraging active participation in vital conservation and advocacy efforts.

Position Summary

The Associate Director of the Audubon Nature Center and Aquarium (ANCA) is responsible for overseeing the operations, programming, and strategic direction of the Nature Center and Aquarium. This role requires a dynamic leader committed to exceptional stewardship of the Center's resources, innovative educational programs and exhibits, and effective community engagement.

Essential Duties and Responsibilities:

1. Leadership and Management:

- Provide leadership in furthering the vision for the Audubon Nature Center and Aquarium.
- Oversee the day-to-day operations of the Center, ensuring high standards of visitor experience, educational programming, and exhibitory.
- Directly supervise full-time and part-time employees, interns, and volunteers, including training, developing policies and procedures, planning, scheduling, and directing work, appraising performance, and addressing and resolving complaints and problems.

2. Exhibit and Program Development:

- Develop and implement engaging and educational exhibits that align with the Audubon Society's mission and captivate diverse audiences.
- Keep up-to-date on current trends in conservation and environmental education to inform exhibit content and design.
- Collaborate with educators, scientists, and conservationists to create impactful programs and initiatives.
- Evaluate and assess program and exhibit effectiveness, making data-driven adjustments to enhance outcomes.

3. Marketing and Public Relations:

- Develop and execute comprehensive marketing strategies to promote the Center's programs, exhibits, and events in collaboration with the development and communications team.
- Participate in public relations activities, ensuring effective communication with media, stakeholders, and the public.
- Build and maintain strong relationships with community partners, stakeholders, and donors.
- Represent the Audubon Nature Center and Aquarium at public events, conferences, and media engagements.
- Promote the Center's programs through various communication channels, including social media, newsletters, and press releases.

4. Financial Management:

- Develop and manage the annual budget for the Nature Center and Aquarium to achieve revenue goals set to sustain the Center.
- With the development office, identify and pursue funding opportunities, including grants, sponsorships, and donations.
- Ensure financial sustainability through effective resource allocation and cost management.
- Organize fundraising activities and raise money for programs, exhibits, and capital projects.
- Build a network of community partners to help sponsor exhibits and events.

5. Community Engagement and Outreach:

- Develop and implement outreach programs that engage the local community and raise awareness of the Center's mission and activities with local schools, community organizations, and other.
- Promote volunteer opportunities and oversee volunteer programs to support the Center's operations and events.

6. Strategic Planning:

- Assist the Executive Director in preparing revenue projections, project plans, budget planning, cost estimating, and other work as required.

Qualifications:

- Bachelor's degree in Environmental Science, Education, Nonprofit Management, Marketing, or a related field.
- Minimum of 5 years of experience in a leadership role within a nature center, museum, aquarium, or similar visitor-focused setting.
- Proven track record of developing and managing educational programs, exhibits, and marketing campaigns.
- Strong financial acumen, with experience in budget management and fundraising.
- Excellent communication and interpersonal skills, with the ability to engage and inspire diverse audiences.
- Demonstrated commitment to conservation and environmental education.
- Ability to work flexible hours, including weekends and evenings.

Physical Requirements:

- Ability to lift and carry up to 50 pounds.
- Capability to work in various environmental conditions, including outdoor settings.
- Proficiency in the use of standard office software and technology.

To Apply

Audubon is committed to representing Rhode Island's diversity in our staff, volunteers, boards, and membership and creating a positive, inclusive workplace culture where all can thrive. We encourage anyone who is interested in this role to apply, regardless of whether you think you meet all of the qualifications. The top candidates will have their own unique perspectives, experiences, and backgrounds.

Please send one pdf attachment including these two elements: 1) Cover letter expressing why you are a candidate for this position with your commitment to protecting nature and how this position aligns with your professional career goals. 2) Your current resume to: careers@asri.org subject line "Nature Center Director."

The Audubon Society of Rhode Island is an equal opportunity employer and encourages candidates of all backgrounds to apply. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Connecting People With Nature

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