



DIRECTOR OF DIVERSITY, EQUITY & INCLUSION

CANDIDATE INFORMATION PACKAGE



OUR MISSION & VISION

POST protects open space on the Peninsula and in the South Bay for the benefit of all.

POST is creating a network of protected lands where people and nature connect and thrive. These lands are preserved forever so present and future generations benefit from the careful balance of rural and urban landscapes that makes our region extraordinary.

Since our founding in 1977, POST has protected more than 80,000 acres of permanent open space, farms and parkland in San Mateo, Santa Clara and Santa Cruz counties. These lands are now part of the National Park system, National Wildlife Refuge system, California State Parks, county and city parks, regional preserves and private farmland. POST takes a science-driven approach in our decisions about land acquisition and stewardship so that every property is appropriately cared for. [Discover more](#) about the areas POST has worked to preserve.

POST brings together many organizations and individuals to ensure that open spaces are permanently protected, benefiting our community, and our environment. From the complex transaction process and funding to coordination with multiple public agencies, POST takes a central, catalytic role in conservation projects, adjusting our approach based on each unique situation.

Click [here](#) to learn more about POST's history.



OUR COMMITMENT TO DEI

Our primary focus over our 40+ year history has been on the first part of our mission: the protection of land. As we have sharpened our knowledge of equity and history, we have come to understand the many ways in which the legacies of exclusion and racism in conservation are alive today. You can read more about how the concepts of Diversity, Equity and Inclusion are related to land conservation, and POST's organizational commitments in our full equity commitments, available on our website.

Our focus continues to evolve from solely protecting land for a variety of conservation benefits towards ensuring this land also benefits all people in an equitable manner. The integration of DEI across all POST's work is critical to sustaining thriving human and natural communities for the generations to come. We recognize this evolution as mission-critical, long term and fundamentally necessary.

For more about our commitment and approach toward transformational change by prioritizing Diversity, Equity and Inclusion efforts, [click here](#) (PDF).



Diversity

POST believes that diversity of all types creates strength and resilience in our interconnected natural and human communities. We recognize the inherent value of nature and all people, and we are currently dedicated to amplifying the voices of Black, Indigenous, and People of Color who have been marginalized in the history of land conservation and more broadly in society.

We strive to have our staff, board, community of supporters and partners, and our work better represent the full diversity of our region.

Equity

POST believes that equity involves taking action to address historical and contemporary injustices against both nature and people as we work towards a fuller expression of our mission and vision. We believe POST has a duty to address this system oppression by examining our own organizational practices. We will start with elevating internal equity, including but not limited to our approaches to hiring and promotion, and external equity in our community engagement and project prioritization. We are committed to creating an environment where people of all backgrounds and identities can connect with and be an active participant in shaping the future of POST's work.

Inclusion

POST believes that inclusion of all perspectives and experiences, especially those of marginalized communities, are critical to achieving our mission. We recognize that there are many ways to connect with and take care of our local open space. In addition to the expertise that drives our conservation decisions, we are committed to engaging, listening, learning from and removing barriers for a diversity of communities whose voices must be included in our decision making to cultivate a genuine sense of belonging in our work and our shared landscapes.



OUR LEADERSHIP

audeliss



Walter Moore
President



Mark Stevens
Chief Financial Officer



Diane Cordova
Chief Talent Officer



Marti Tedesco
Chief Marketing Officer



Noelle Chambers
Vice President of
Conservation



Gordon Clark
Vice President of
Development



FOREWARD

Walter Moore, President

Thank you for your interest in POST and consideration of our DEI Director position. We are one of the strongest and largest regional land trusts in the United States. Since our founding in 1977, we have protected over 80,000 acres on the Peninsula and South Bay in the San Francisco Bay Area.

As our DEI Director, you will play an essential role in evolving our dedicated 55 person staff as well as our board to reflect the communities we serve. As we look to the future, a diverse and inclusive organization is critical to our ability to achieve our purpose and vision.

Evolving POST in this way is a top priority for me and I am committed to finding a great leader who has the experience and drive to bring this about.

As you consider POST, we hope you'll take note of our long history of conservation successes. I also hope that you will find a team of people who have been on a dedicated and intentional path towards DEI for a number of years and who are committed to sharing the many benefits of conserved lands with our entire community. Conservation is a long-term process, and we will need broad community support to ensure that our work continues for decades to come.



THE ROLE: DIRECTOR OF DIVERSITY, EQUITY & INCLUSION

I. The Position

As POST's first Diversity, Equity & Inclusion (DEI) Director, this role serves as a high-level strategic thought leader and change agent for all external and internal DEI initiatives in support of POST's mission, programs and our long-term regional impact.

The DEI Director is the central driver of our organization-wide DEI strategic plan, and oversees associated plan management, implementation, accountability, reporting and related change management efforts. The DEI Director works to actively support and encourage diverse, inclusive and equitable engagement with partners and communities in the region we serve. A key role is acting as POST's central external voice for communicating about the intersection of DEI with POST's mission and building authentic external relationships that support our DEI goals.

The DEI Director will continually raise the bar for attracting, retaining, and engaging diverse talent at all levels of the organization and facilitating cultural and operational change to build an environment where people representing diverse backgrounds can authentically thrive and contribute to POST's mission. The DEI Director will report to the President and will partner with the Executive Team, POST's Inclusion Council, DEI Steering Committee, and all internal departmental program and functional area leads, and other key stakeholders as a cross functional resource to achieve these goals in order to support our mission for the benefit of all.

II. Supervisory Responsibilities

Responsible for related consultant, vendor, and intern relationships associated with DEI.

THE ROLE: DIRECTOR OF DIVERSITY, EQUITY & INCLUSION

III. Essential Duties and Functions of This Job

- Acts as an ambassador to the conservation world, to those communities not well served by the current status quo in conservation, and to our external partners and established communities with DEI related messaging and activities.
- Acts as a resource for other land trusts and conservation organizations in sharing DEI knowledge, practices, and strategies.
- Stays up to date as a content expert in the field of DEI, building a network of strong relationships with institutions and people at the forefront of the field, and seeks innovative and relevant connections with other business sectors that impact or intersect with conservation and POST's mission.
- Coordinates and consults with other leaders at POST who are developing community connections, whether in Conservation Science, Community Engagement, Brand Awareness or other areas to support common synergies that amplify DEI in those endeavors.
- Stands as the key change agent, supported by the POST Inclusion Council, executive team and Board, for moving the organization toward a more diverse, equitable, and inclusive way of working and being.
- Partners with and advises the Inclusion Council, and supports Board engagement with DEI initiatives.
- Leads POST's diversity efforts by supporting teams and individuals embarking on specific DEI strategies and goals. Helps to interpret and translate our DEI strategic plan into actionable, well managed projects with measurable impact.
- Serves as the ongoing Chair of the DEI Steering Committee.
- Leads POST's diversity efforts by supporting teams and individuals embarking on specific DEI strategies and goals. Helps to interpret and translate our DEI strategic plan into actionable, well managed projects with measurable impact.
- Acts as a cross functional resource with respect to DEI initiative to support POST's programs and mission.
- Acts as the keeper of our DEI plan as strategies and projects unfold, keeping the document evergreen, actively communicates changes and iterations as POST evolves and grows to keep everyone informed and engaged.
- Supports the development of others using a collective leadership style for development of project plans, processes, policies, or other means of achieving DEI goals, and actively listens, seeks and incorporates input from all voices toward mutually respectful outcomes while creating a focus on action and clarity of purpose.
- Develops metrics and tracks, analyzes and presents data that illustrate and provide strategic insights for POST's DEI program planning and results.
- Grows support for DEI work by building stakeholder engagement at all levels of the organization through education, training, role-modelling, and continuous communication and feedback.
- Identifies barriers and challenges for individuals and teams to deep engagement with DEI work, and uses a coaching approach to encourage creative, equitable problem-solving.

THE ROLE: DIRECTOR OF DIVERSITY, EQUITY & INCLUSION

IV. Knowledge and Skills Required to Perform This Job

- Deep passion for and demonstrated commitment to DEI work.
- Requires 2-5 years of experience leading diversity programs with demonstrated ability to affect positive change and measurable results in both external strategic engagements and internal DEI initiatives.
- Expertise and demonstrated knowledge in the field of diversity, equity, and inclusion—its history, successful approaches to programming, workplace initiatives, community engagement, education, team & individual engagement.
- Demonstrated success in building strategic and trusting external business relationships.
- A commitment to continuous learning and reflection, growing in leadership, adaptability, and the ability to thoughtfully guide the organization as it evolves in the future.
- Leadership qualities: vision for what can be, presence to inspire confidence in others, the ability to effectively facilitate inclusive group meetings toward equitable outcomes, ability to maintain grace and dignity during times of stress and change.
- Resilience and patience for sustaining long term focus on challenging change management efforts while celebrating positive milestones along the way.
- Excellent verbal and written communication and presentation skills, with the ability to persuade, encourage, and build support on multiple platforms and at every level of engagement: staff, management, board, stakeholders, communities.
- Excellent project management skills.
- Coaching and conflict resolution experience.
- General business experience at a manager level, understanding of organizational structure, business processes, budgets, and departmental functions in order to effectively manage the DEI budget and to provide internal consultation for designing workable cross-functional recommendations including budget impacts.
- Knowledge of land conservation a plus.
- Experience working in a nonprofit a plus.
- Bachelor's degree, Master's degree in related field a plus. A combination of professional and personal experience that demonstrates an equivalent level of knowledge, acumen, maturity, and writing skills will be considered in lieu of a degree.

RECRUITMENT PROCESS

1	Search Kick-Off Candidate Identification, Approach & Qualification
2	Audeliss Introduction/Meeting with Audeliss Delivery Consultant
3	POST 1st Round Interviews
4	POST 2nd Round Interviews
5	POST Final Interviews



POST IS WORKING IN PARTNERSHIP WITH AUDELISS.

FOR A CONFIDENTIAL DISCUSSION, PLEASE CONTACT BEN LERNER ASSOCIATE DIRECTOR, AT BEN@AUDELISS.COM
