

Position Announcement: Executive Director

Compensation: Salary Range - \$95,000

Location: Coquille, OR (in person)



Together, we'll inspire discovery, nurture connections, and build a legacy for generations to come.



Join Us as the Next Executive Director of Coquille Watershed!

The Coquille Watershed Association (CoqWA) seeks a dynamic and strategic Executive Director (ED) to lead our mission of enhancing watershed health and community resilience in the 1,089-square-mile Coquille watershed. The ED will provide organizational leadership, financial oversight, staff management, and partnership development to ensure our programs thrive. This is a full-time, salaried position with comprehensive benefits, and the opportunity to live and work on Oregon's beautiful South Coast.

Who We're Looking For

We're seeking a candidate who combines a strategic mindset with collaborative leadership skills. Our ideal Executive Director will bring:

***Passion for the Coquille Watershed's Mission:** A clear understanding of the Coquille Watershed Association's purpose, its history of community-driven restoration, and its role as a trusted relationship builder in the region.

***Collaborative Relationship Building:** Proven ability to foster strong, respectful partnerships with landowners, community members, funders, agencies, and other stakeholders—even when perspectives differ.

***Leadership and Organizational Skills:** Experience setting clear goals, developing actionable strategies, and inspiring a team of talented staff while working closely with a dedicated volunteer Board.

***Financial and Operational Acumen:** A strong background in nonprofit financial oversight, grant and program management, and implementing effective operational systems.

***Fundraising and Resource Development:** A track record of securing grant funding and/or private contributions, with the ability to diversify revenue streams and sustain organizational growth.

***Commitment to Conservation and Learning:** Knowledge of Pacific Northwest ecology and watershed restoration—or the curiosity and dedication to learn quickly—paired with a passion for protecting natural resources.

***Equity and Inclusion:** Capacity to listen, learn, and navigate challenging conversations with empathy and professionalism, ensuring that diverse voices are valued in our work.

***Personal Qualities:** A collaborative, approachable leader who communicates with clarity, brings humility and humor to their work, and balances big-picture vision with hands-on follow-through.

Why Join Us?

- **Meaningful Impact:** Lead projects that directly improve watershed health, local economies, and community well-being.
- **Beautiful Location:** Live and work in Coquille, Oregon, a place rich in natural beauty with rivers, forests, and the Pacific Coast at your doorstep.
- **Supportive Team:** Collaborate with a dedicated staff, active board, and committed partners.
- **Strong Benefits:** \$95,000 annual salary, health insurance, retirement match, paid time off, and holidays.
- **Positive Culture:** Join a workplace that values collaboration, innovation, and community.

Leadership Profile

We're looking for a leader who brings experience in nonprofit management, financial oversight, and staff leadership. You bring people together, building consensus even when perspectives differ, and you have proven ability to secure the resources needed to make big ideas possible. Whether you already have knowledge of Pacific Northwest ecology or are eager to learn, you are inspired by the chance to protect and restore this remarkable watershed. You communicate with clarity, spark collaboration, and thrive on solving problems. Most importantly, you balance strategic vision with hands-on dedication, knowing that your leadership will help shape healthier lands, waters, and communities for years to come. If you are ready to lead with both heart and mind, we invite you to bring your vision and energy to this role.



About the Role

As our Executive Director, you'll be at the helm of a mission-driven nonprofit with a \$2-3 million annual budget and a strong track record of success. You'll:

- Lead an experienced 10-person team delivering restoration, monitoring, education, and outreach programs.
- Manage finances, grants, and fundraising efforts to keep our work thriving.
- Build strong relationships with landowners, partners, and funders.
- Serve as the public face of CoqWA in local, regional, and statewide forums.
- Drive long-term strategic planning to ensure our programs remain relevant, resilient, and impactful.

This position blends conservation, leadership, and community engagement—perfect for someone who enjoys both the big picture and the day-to-day details of nonprofit leadership.



How to Apply

Send the following materials as PDFs to hiring@coquillewatershed.org with the subject line: "[LAST NAME] Executive Director Application"

1. A cover letter (written by you—no AI, we want to hear your voice!).
2. Your resume.
3. Three references (we won't contact them without your permission).

Deadline: October 30, 2025 at 11:00 PM.

We know the "perfect" candidate doesn't always exist. If you bring leadership skills, financial know-how, and a passion for conservation, we want to hear from you—even if you don't check every box. What matters most is your ability to inspire, collaborate, and lead CoqWA into the future.

For more information, including the Executive Director job description, visit: www.coquillewatershed.org

Timeline

Interviews will begin in early November and we anticipate a start date of late December 2025 or January 2026

Work Environment

At CoqWA, we pride ourselves on a collaborative and supportive workplace culture where teamwork drives meaningful results. Our 10-person staff works closely together to design and deliver high-value, high-impact projects that make a real difference across the watershed. Joining us means becoming part of a dedicated team that celebrates creativity, problem-solving, and shared success.