



EXECUTIVE DIRECTOR

ABOUT AUSTIN OUTSIDE

[Austin Outside \(AO\)](#) is a 501c3 non-profit whose mission is to champion vibrant and thriving outdoor places for all in Greater Austin. We're a coalition of non-profits and businesses who believe in the power of our collective voice.

AO's members are dedicated to fostering deep, effective and efficient partnerships that champion outdoor access, environmental stewardship, and equitable opportunities for all by advocating for public funding for projects and programs that connect people to nature. AO provides effective committees, educational social events and resource sharing.

ABOUT THE OPPORTUNITY

The **Executive Director** ("ED") is an entrepreneurial leader comfortable with setting long-term strategies and handling day-to-day operational realities, a builder and a steward who leads with transparency, earns trust across a diverse community, and can help grow the organization in credibility, membership and impact. Austin Outside seeks its first ED to work closely with the Board of Directors to achieve strategic objectives while ensuring financial and operational sustainability.

The ED reports to the Board of Directors on governance and strategy and directly manages contract staff. A genuine passion for the mission and collaboration is essential.

Ideal Candidate:

- Experience directing a major program, whole system, or coalition of strategic importance
- Experience with and ability to raise funds through various combinations of philanthropy, investment and/or public funding sources
- Ability to work cooperatively as well as lead, motivate and mentor for success including partnering with diverse groups of people and organizations at all levels
- Ability to think both strategically and operationally, and able to lead highly effective teams
- Strong written and verbal communication and project management skills are essential

WHAT YOU'LL DO

Strategic Leadership

- Collaborate with the Board of Directors to set and execute AO's long-term vision and strategic plan.
- Provide leadership and management to assure AO is well-respected and financially secure.
- Represent AO and its mission to members, funders, supporters, leaders, and community at large.
- Oversee development of strategic and operational partnerships.
- Drive strategies for membership growth and retention that align with AO's mission.

Board Governance

- Responsible for communicating effectively with the Board and providing all timely and accurate information necessary for the Board to function properly and to make informed decisions.
- Help recruit and orient new Board members, keeping in mind geographic distribution.
- Serve as a non-voting ex-officio member of the Board and of all Board committees.
- Report to the Board of Directors through the President and other regular communication channels.
- Attend all regular Board meetings and other meetings, as necessary, and report on organizational performance, risks/opportunities.

Fundraising & Development

- Lead AO's fundraising strategy, including donor cultivation, corporate sponsorships, philanthropic and community campaigns such as Amplify Austin.
- Identify and pursue new funding opportunities.
- Build and maintain strong relationships with existing donors and funding partners.
- Collaborate with the Board and any development committee on fundraising planning/execution.
- Ensure grant compliance, reporting, and stewardship are handled in a timely manner.

Financial Stewardship

- Develop and manage AO's annual budget, ensuring financial health and diversified revenue.
- Manage external financial services, including bookkeeping, payroll administration, and audits.
- Ensure financial controls, compliance, and risk management practices are in place and followed.
- Make informed financial decisions that balance organizational sustainability with mission-driven investment.

Community & Culture

- Foster an inclusive, welcoming, and member-focused environment.
- Serve as a visible and accessible presence in the community, building trust across all stakeholders.
- Manage community concerns and conflicts with fairness and transparency, escalating to the Board when appropriate.
- Act as a primary spokesperson for AO.

WHAT YOU'LL BRING

Experience: 6+ years in a senior leadership role; nonprofit experience strongly preferred.

Financial Acumen: Demonstrated ability to manage budgets, interpret financial statements, and ensure operational and fiscal sustainability.

Communication: Strong written/verbal communication skills across diverse audiences/stakeholders.

Community Orientation: Genuine investment in building inclusive, value-driven community spaces.

Additional Information:

- This is a 1099 contract position. Schedule is flexible.
- Residence in Greater Austin area with ability to attend (in person) evening and weekend meetings/events.
- Compensation: \$85,000+

HOW TO APPLY: Please email a cover letter, resume, and three professional references to amy@creuscounsel.com. Applicants are asked not to contact Austin Outside (Board or staff) directly.