



Position: Board Member - Director of Development

Organization: Cedar Coast Field Station Society

Location: Remote however preference will be given for those living in or with strong personal connection to the Clayoquot Sound Biosphere and surrounding regions

Type: Volunteer Board Member (Approximately 5-8 hours per month)

About Cedar Coast Field Station Society:

CCS is an independent, not-for-profit society with a vision to preserve ecological health through place-based research and education that celebrates the cultural and biological diversity of Clayoquot Sound, a UNESCO Biosphere Reserve. We support scientists, students, and community members in conducting meaningful research and engaging in conservation activities that foster a deeper understanding of our natural ecosystems.

Our History and Mission:

Cedar Coast Field Station Society was established in 2017 on Vargas Island as a field station on unceded traditional territory of the Keltmaht and Ahousaht First Nation. Following the pandemic, the Society substantially reduced its budget to meet its financial obligations and could not renew the lease for the field station, opting to use a “pay as needed” basis. The Society continues to rebuild financially and is currently debt-free. We have since centered our strategic pillars on the following strategies;

Connect: Inspiring connections between people and Clayoquot Sound through collaboration, shared learning, and artistic expression.

Collect: Serving as a scientific and education resource for Clayoquot Sound by conducting objective research and collaborating with others.

Create: Promoting inclusivity and accessibility to protect and celebrate the health of Clayoquot Sound.

Position Overview:

As we continue to grow as an organization, we are now seeking a passionate and experienced individual to join our Board of Directors as a Fundraising Chair. The ideal candidate will have a strong background in fundraising, with experience in developing and implementing strategies to secure funding from diverse sources. A background working with not-for-profits or in the environmental sector is preferred. As a member of the board, you will play a crucial role in helping us achieve our mission by supporting our fundraising efforts and expanding our network of supporters. Due to limited resources, we are currently an operational board, but we strive to become a strategic board moving forward. The right candidate should be interested in participating in operational matters in addition to high level development and planning.

Key Responsibilities:

- Collaborate with the board and staff to develop and execute a comprehensive fundraising strategy.
- Identify and cultivate relationships with potential donors, sponsors, and funding partners.
- Assist in organizing fundraising events, campaigns, and initiatives.
- Provide guidance on grant applications and proposals.
- Advocate for CCS and its mission within your network.
- Review and support the creation of asset pieces, annual reports and donor presentations.
- Attend monthly board meetings and participate in strategic planning discussions.

Qualifications and Attributes:

- Proven experience in fundraising, development, or a related field.
- Strong networking skills and a track record of building successful partnerships.
- Excellent communication and interpersonal skills.
- Passion for environmental conservation, research and education.
- Previous board experience is a plus but not required.
- Ability to commit to a volunteer board position, including attending regular meetings and dedicating time to fundraising efforts.

Benefits:

- Opportunity to make a significant impact on environmental conservation and education on the West Coast of British Columbia.
- Connect with a community of passionate individuals dedicated to preserving our natural ecosystems.
- Gain experience in non-profit board governance and strategic planning.

How to Apply: Please submit your resume and a statement of interest describing your relevant qualifications to info@cedarcoastfieldstation.org

We look forward to hearing how your skills and experience can help us grow and succeed. We encourage applications from all people interested in the role, including, LGBTQ2+ and BIPOC peoples, and all genders and sexual orientations.