



Interim Executive Director, Quahog Bay Conservancy

About QBC: [The Quahog Bay Conservancy](#) (QBC) is a 501c3 nonprofit organization located in Harpswell, Maine that works to revitalize the ecosystem of Quahog Bay to a robust and resilient state for all of the communities that depend on it. Through sustainable oyster aquaculture, ecosystem monitoring, and community education, QBC works to conserve natural habitats, protect native wildlife, foster environmental stewards and support Maine's working waterfront.

QBC uses an ecosystem-based approach with programs focusing on mitigating contamination and sustaining the bay for fishing and recreational use. The organization's six areas of work are: sustainable oyster aquaculture, invasive species removal, water quality monitoring, pollution remediation, marine debris removal, and education/outreach. QBC also hosts an internship program accredited by the University of Maine.

Location: Harpswell, Maine

Summary of Position: QBC is seeking an experienced, dynamic, and ambitious Interim Executive Director to lead QBC through a three-year period of strategic growth, and help launch the organization's move to a new campus in 2028. The candidate will have experience leading a nonprofit to its next level of growth and operation through fundraising, hiring and developing staff, creating organizational structure and cultivating a Board of Directors. Once hired, the Interim Executive Director will participate in the development, and oversee the implementation, of QBC's strategic plan.

The Interim Executive Director will work cooperatively to receive guidance from the organization's founder to implement the strategies and goals outlined in the strategic plan, assist in building a Board of Directors, designing and implementing a fundraising plan, hiring staff, and will oversee current staff and operations in Harpswell.

The candidate must have a passion for and experience in marine conservation, preferably coastal and/or ocean conservation, as well as experience in raising state, foundation and private support for nonprofits.

This position will build a strong, new Board of Directors, and will leverage QBC relationships to achieve a Board representing a variety of leadership roles.

The Interim Executive Director must be able to work with numerous stakeholders: community groups, conservation organizations, volunteers, governmental agencies, colleges and universities, donors and staff to help QBC grow its programs and impact, and achieve its goals.

This role requires excellent communications and leadership skills, management and administration skills.

The role will work with and report to the organization's founder.

Specific duties:

- **Fundraising:** The Interim Executive Director will hire the organization's first Development Director who will oversee organizational fundraising, including designing and implementing solicitations, and seeking financial support, grants, contracts and other assistance from individuals, foundations, corporations, and public agencies. The Interim Executive Director will engage with major donors to achieve the organization's development goals.
- **Strategic Planning:** The Interim Director will work with a consultant and key stakeholders to develop a five year strategic plan for the organization and will carry out implementation of the plan.
- **Oversee Staff:** Manage two staff on-site.

- **Board Development:** Develop and foster relationships to create a new Board of Directors for the organization.
Manage Budget: Work within current budget and report financials to and work collaboratively with the remote finance team.
- **Participate** in stakeholder groups of architects, contractors and others to support construction of new QBC offices in Harpswell.
- **Build QBC Brand** in the community as well as the coastal conservation community in and around Maine.

Qualifications:

- Experience working in a leadership role in a conservation organization and demonstration of a strong personal interest in, and local experience in working on Maine conservation issues.
- A Bachelor's degree in natural resources, environmental studies, nonprofit or business administration, or a related field, and preferably five years of professional experience in a related field.
- Demonstrated success in fundraising and Board development.
- Experience with conservation and funding agencies in Maine is preferred.
- Demonstrated experience with non-profit leadership and management, working with a Board of Directors, either in permanent or interim roles.
- Experience in supervising staff and volunteers with diplomacy and mutual trust.
- Excellent written and verbal communication skills.
- Familiarity with media and social media marketing a plus.
- Ability to interact well with a wide variety of people, including commercial fishermen, scientists, Board of Directors, staff, government officials, media, donors, and the general public.



Salary: This role will be an independent contractor, interim position to end in mid-2028, when QBC moves into its new campus. The salary for this position is \$90,000 to \$110,000.

Working Conditions: This is a hybrid position with more in-person work required in the summer season. Duties are performed primarily in the Harpswell office, but also will require participation in conservation activities on the water as needed. Travel is required for meetings, conferences or speaking. Some evening and weekend events will be required.

Applications: Please send a cover letter and CV to team@rosedale-green.com by June 6, 2025.

For more information about the Quahog Bay Conservancy, visit us online at www.quahogbayconservancy.org.

QBC is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship, veteran status, or disability.