



*Donella Meadows Institute*

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## Director: Global Citizens Education and Outreach

**The Donella Meadows Institute is looking for a Director to lead its Global Citizens Education and Outreach Program and to serve as Co-Director of the Institute.**

The Donella Meadows Institute (aka the Sustainability Institute) is a non-profit organization located in the Village of Norwich, Vermont. The Institute, founded in 1996 by the late Donella (Dana) Meadows, uses systems thinking to identify and implement solutions to environmental, social and economic challenges.

We are looking for a Director to develop and lead our Global Citizens Education and Outreach Program and to serve as a Co-Director of the Institute. The program includes a Global Citizens Leadership Academy, the creation of Global Citizens Guides, and the ongoing nurturing of the DMI legacy. These activities will serve the transformation of the economic system at state, regional, and local levels as a means of achieving sustainable prosperity and community resilience.

The Director's role is both highly visible and strategically significant. This position calls for a highly motivated leader with a "can-do" attitude, experience in education, organizational leadership, systems-based facilitation skills and the capacity to strengthen networks of people and organizations that share the goals of this program through the use of media and other communications strategies.

In addition to health insurance coverage, compensation includes a generous paid-leave policy and an annual salary that ranges between \$60K - \$80K, depending on the qualifications, skills and experience of the candidate. The position will be based in our Norwich office.

**If you are interested in applying for this position, please send a cover letter and CV to [info@donellameadows.org](mailto:info@donellameadows.org) no later than September 20, 2012.**

## Overview of DMI's Global Citizens Education and Outreach Program

Our Global Citizens Program builds on the legacy of the Institute as an educational organization that fosters a systems-based understanding of complex sustainability challenges, helping identify and implement sustainability solutions.

DMI is currently focusing on the creation of a new sustainable economic model in Vermont and other rural regions through partnerships with regional organizations and experts.

The Global Citizens Director will: (1) help identify priorities and points of leverage, raising the organization's profile and impact through its communications, education and outreach activities; (2) collaborate with our Sustainable Economies Program Director to provide a strategic roadmap for delivering the Institute's key messages to the public and (3) help prepare the region's next generation of sustainability leaders.

The Global Citizens Director will actively participate in the development of our Sustainable Economies Program, which focuses on applying *new economy* concepts and systems analysis in the design of resilient and sustainable resource-based economies in Vermont.

Specifically, the Global Citizens Director will be responsible for the education and outreach components of the Sustainable Economies Program, including promoting our new regional stewardship model with stakeholders, policy makers, and interested citizens. More information on the Sustainable Economies Program is available at [www.donellameadows.org](http://www.donellameadows.org).

*Because DMI is hiring both Co-Directors simultaneously, titles and job descriptions might be adjusted during the hiring process. What is described on the web site and in this announcement is DMI's best thinking at the moment, but we will be flexible depending upon the experience and skills of each person. We will also seek two people with both compatibility and diverse capabilities.*

## Duties and Responsibilities of the Global Citizens Director

### Education

- Develop, implement, and evaluate a strategic plan for the Global Citizens Leadership Academy in collaboration with program partners
- Collaborate with DMI's Director for Sustainable Economies Program to write and edit a series of "Global Citizens Guides," focusing first on Sustainable Regional Economies and Community-Based Sustainability Assessment

- Design, manage, and implement program projects and events in collaboration with DMI program staff, especially in the context of the Sustainable Economies Program
- Promote and build a Network of Community-based Sustainability Models

## **Outreach**

- Build the DMI/Global Citizens 'brand' by developing, implementing and evaluating a strategic communications plan that focuses on social media and the DMI website
- Cultivate DMI friends and the Institute's donor base, especially in the context of specific DMI projects, accomplishments and services
- Oversee the DMI website and collaborate in its development

## **Management**

- Serve as Co-Director of the Institute in the supervision of staff, interns, and consultants.
- Collaborate with members of the board and staff to develop performance objectives and criteria for measuring the success of the Global Citizens Program. This process forms the basis of an annual program review that also draws on feedback from individuals and communities touched by the Director's work
- Raise funds necessary to support DMI's operations and the Global Citizens Program through sponsorships, individual donations and foundation grants

## **Qualifications**

- Master's degree and at least five years' experience in education for sustainability or a closely-related field
- Solid background and in-depth experience (5 years minimum) in systems thinking / systems analysis and its application to sustainability and communities
- Expertise in designing and facilitating systems-based learning experiences
- Well-developed management skills showing an ability to manage complex programs, oversee multiple projects, and coordinate goals and activities with other Institute programs and services
- Expertise in building public-private collaborations
- Ability to write persuasively for a range of audiences
- Technical knowledge and experience with online communication tools
- Excellent team-building and networking skills

- Ability to work independently while communicating clearly with staff and board members to ensure broad support and improve effectiveness of projects
- Knowledge and experience in developing procedures and guidelines to guide project staff
- Proven success developing a respectful and collegial work environment

## Our Mission

To bring economic, social and environmental systems into closer harmony with the realities of a finite planet and a globally powerful human race by using the disciplines of systems thinking, system dynamics and organizational learning pioneered by our founder Donella Meadows.

## About the Donella Meadows Institute

Formerly known as the Sustainability Institute, our organization recently decided to adopt the name of its founder, the late Donella (Dana) Meadows. With the name change, the Institute committed itself to the dissemination of Dana's work and the preservation of her legacy. In all other regards, our mission, vision and role in the world remain essentially unchanged. True to the practice of our founder, the Institute uses systems thinking principles and system dynamics modeling to identify leverage points in human and natural systems and to design interventions that promote society's transition to sustainability. Because human interactions and relationships are critical for healthy systems, we apply principles of organizational learning to our work and our collaborations. Through writing, speaking and mentoring, we work to influence mindsets in a way that will promote meaningful and lasting change. Through consulting, coordination and collaboration, we build individual and organizational capacity to analyze, understand and respond to complex environmental, social and economic challenges.