



The Wolverine Foundation

Executive Director Opportunity

The Wolverine Foundation, Inc. (TWF) is seeking an Executive Director. TWF is a small nonprofit with the goals of disseminating science-based information on the wolverine to professionals and the public for the purpose of elevating the species' management status and raising funds to both initiate and support research. TWF has operated since 1996 as a volunteer organization awarding grants to researchers around the world to enhance our knowledge of wolverines. We recognize that greater funding support will be necessary to meet the Foundations' goals.

TWF has purposely strived to function as an independent source of science rather than simply as an advocate for the wolverine. Misinformation, myth, opinion, along with poorly supported assumptions have, for too long, interfered with sound wolverine management decisions. While we have successfully worked to provide access to best available information through our website and directly via communications with agencies, professionals and the public, we realize there is still much to learn and do. For instance, it is still debated as to whether or not the wolverine is capable of adapting to a changing climate.

As mentioned above, TWF is interested in transitioning from a volunteer-directed nonprofit to an organization more actively engaged in day-to-day wolverine science and management. To achieve this will require a renewed strategic plan and increased staff commitment to fund-raising to support the foundation's programs such as grant-letting, research initiation, communication & outreach, and administration. TWF is also interested in restructuring and renewing our governance to a more traditional Board of Directors, potentially with support from a science committee.

As TWF's Executive Director, you will have an important and influential role in refining and advancing the work of the Foundation. We are looking for an energetic candidate with broad-based natural resource interests and administrative and communication skills to help build the organization. Specific knowledge or experience working with wolverine, may be beneficial but is not necessary.

Salary considerations and time commitment are flexible. If interested, please review our website at wolverinefoundation.org, and/or contact us at: gulo@wolverinefoundation.org.

Job Description: Executive Director, The Wolverine Foundation (TWF)

Run day-to-day operations of the Foundation, including managing TWF's website, budgets, communications.

Provide leadership by:

Working with the TWF board to articulate TWF's vision, mission, overall strategy and direction of the organization and building alignment across the organization.

Grow the capacity of TWF by developing fundraising plans and coordinating activities and managing existing donors.

Strengthen the function and effectiveness of the TWF Board by supporting board meetings, initiatives, developing committees, policies and projects, and clarifying roles and responsibilities.

Managing financial resources by creating financial documents, including budgets, cash flow, income statements, balance statements, and statements of expenses.

Operations and technology - Ensure proper hardware and software are in place for fundraising, collaboration, document creation and storage, communication, productivity, and record keeping.

Education, Skills, and Abilities

- Excellent written and oral communication and collaboration skills.
- >2 yrs Demonstrated experience working with government or non-government organizations to deliver conservation or stewardship programs.
- Leadership experience working with diverse partners, boards, or committees.
- Flexible, practical, and nimble attitude to help manage change and growth.
- Fundraising experience would be an asset.

Location: North American applicants preferred. Others may be considered. Relocation is not mandatory.

To Apply: On or before **July 15th 2025** please submit to gulo@wolverinefoundation.org the following:

- Resume/CV
- Cover letter (Why you are interested in the position?)
- Salary/hourly/daily rate expectations
- Details of Availability (date; time commitment)