



Center for Aquatic Sciences Chief Executive Officer

Primary Objectives:

- Propelling the Center for Aquatic Sciences forward and growing it by delivering high quality, mission centric programs both in person within the community we serve and virtually across the globe;
- Attracting and retaining top talent by creating an inclusive, engaging workplace;
- Proactively growing earned revenue and expanding the network of organizations and individuals providing financial support to the Center to deliver a balanced budget;
- Increasing the visibility of the Center and its mission by actively being a vocal champion within the community and industry groups, etc.;
- Collaborating with the board of directors to execute on the strategic plan.

Mission of the Organization: The mission of the Center for Aquatic Sciences is education and youth development through promoting the understanding, appreciation, and protection of aquatic life and habitats. The nonprofit Center for Aquatic Sciences is a leader in environmental education, and community service both locally and globally. The Center serves the 4-state area through travelling programs to schools and community-based organizations as well as onsite at Adventure Aquarium in a unique partnership to engage Aquarium visitors in the wonders of the aquatic world. We have accomplished much in conservation and education since our inception in 1989.

Center for Aquatic Sciences Staff: The Center’s staff includes a group of twelve full time, dedicated and passionate individuals, many of whom have extended tenures with the organization. Reporting to the CEO is the senior staff including the: EVP and Chief Operating Officer, the Senior Director of Institutional Advancement, the VP of Finance and Human Resources Services and the Director of Experiential Engagement. The Center staff also includes 20+ part time employees, including our CAUSE program teens and other enthusiastic individuals who support program delivery.

Financials: The Center’s 2021-2022 budget includes a target of \$1.2 million in revenue and proactive management of expenses. The Center is fortunate to have an endowment with a balance of over \$1 million in investable assets. A focus of the board of directors, as well as the CEO is to decrease the reliance of the Center’s operations on support from the endowment and within the next five years achieving a balanced budget, relying only on generated income of the endowment using a total return concept.

Board: The board of directors is currently comprised of twelve individuals with diverse backgrounds and experience and meets quarterly. The Committee structure of the Board includes:

Executive	Education	Development	Investment	Audit
Meets quarterly, the month prior to the full Board meetings.	Meets as needed.	Meets monthly.	Meets quarterly.	Meets prior to and at the conclusion of the annual audit.

The CEO is responsible for preparing and delivering all board and Executive Committee meeting materials and is an active participant in the Development, Investment and Audit Committees.

Skills and Qualifications: The CEO must have exceptional leadership and strategic abilities, strong organizational management and communication skills, proven examples of stellar employee engagement, respect for the strong history of the organization and passion about aquatic science and community service.

Compensation and Benefits: Salary is competitive and commensurate with experience.

Resume Submission Process: Interested candidates should direct resumes and letters of interest to Board Chair, Jennifer Miller at jlmiller1291@gmail.com by Friday, December 17th.