



INTERNATIONAL DARK-SKY ASSOCIATION

Director of Engagement Job Announcement

The International Dark-Sky Association (IDA), based in Tucson, AZ, is a not-for-profit organization whose mission is to “preserve and protect the nighttime environment and our heritage of dark skies through environmentally responsible outdoor lighting.” Founded in 1988, the IDA has made great strides in public education, outreach, and conservation efforts. People around the world are now aware of light pollution and its impact on the natural nighttime environment.

The IDA Director of Engagement plays an essential role in fostering strong alliances with IDA’s grassroots network - both domestic and abroad – and in collaboration with the broader community and in achieving measurable outcomes on IDA’s policies to reduce light pollution. Celebrating 30 years of dark sky advocacy, IDA now stands at a critical juncture in building a worldwide movement to transform humanity’s relationship to light. By providing inspired leadership, creating and supporting a network of cohesive and nimble activists, and strategically focusing the energy of this community, IDA will remain the leading authority on light pollution and protecting the nighttime environment.

Reporting to the Executive Director, the Director of Engagement manages development activities and initiatives for IDA’s grassroots network, with an emphasis on its Chapters, Delegates and Affiliates. In addition to strong community organizing skills, the successful candidate will also be grounded in the technical and policy issues of light pollution. The Director of Engagement must work constructively with diverse individuals and organizations and draw on their unique strengths, experiences and perspectives to build and strengthen our movement. This will include identifying and developing new leaders, facilitating coalition building and management, and creating light pollution awareness campaigns and resources. Finally, the position will identify and spearhead opportunities for engagement which support community development, further the IDA mission, and increase IDA’s visibility.

Salary and Benefits

The position is full time (40 hours per week), salaried in the low 40’s, and is based at IDA’s headquarters in Tucson. IDA offers full benefits, including health and dental care, short-term disability and paid vacation. For more information, please visit IDA’s website at darksky.org.

To Apply

All application materials must be submitted electronically to Susan Ciarniello at susan@darksky.org.

In order to be considered for the position applicants must provide:

- A cover letter describing skills, interest, and relevant experience and why the candidate is best suited for the position;
- A writing sample; and
- A current resume or C.V.

The position will remain open until filled. No telephone inquiries. Applicants will be notified as the decision-making process proceeds – please do not contact IDA.

IDA is an Equal Opportunity Employer



INTERNATIONAL DARK-SKY ASSOCIATION

Job Description

IDA Director of Engagement

The IDA Director of Engagement plays an essential role in achieving IDA’s mission to “preserve and protect the nighttime environment and our heritage of dark skies through environmentally responsible outdoor lighting.” Fostering strong alliances with IDA’s grassroots network - both domestic and abroad – and in collaboration with the broader community, the position will achieve measurable outcomes on IDA’s policies to reduce light pollution. Celebrating 30 years of dark sky advocacy, IDA now stands at a critical juncture in building a worldwide movement to transform humanity’s relationship to light at night. By providing inspired leadership, creating and supporting a network of cohesive and nimble activists, and strategically focusing the energy of this community, IDA will remain the leading authority on light pollution and protecting the nighttime environment.

Reporting to the Executive Director, the Director of Engagement manages development activities and initiatives for IDA’s grassroots network, with an emphasis on its Chapters, Delegates and Affiliates. In addition to strong community organizing skills, the successful candidate will also be grounded in the technical and policy issues of light pollution. The Director of Engagement must work constructively with diverse individuals and organizations and draw on their unique strengths, experiences and perspectives to build and strengthen our movement. This will include identifying and developing new leaders, facilitating coalition building and management, and creating light pollution awareness campaigns and resources. Finally, the position will identify and spearhead opportunities for engagement, which support community development, further the IDA mission, and increase IDA’s visibility.

Primary Duties and Responsibilities

The IDA Director of Engagement will perform the following duties:

- Administer all aspects of the IDA Chapter program, including formation and establishment of LLCs, Delegates, and Affiliates, overseeing and managing annual reporting requirements to ensure full compliance with IDA guidelines and policies, responding to inquiries regarding the IDA Chapter program, revising and amending the Chapter Manual and other documents as necessary, and keeping the Executive Director apprised of emerging issues, questions and concerns regarding the Chapter program.
- Provide the support necessary to foster the long-term growth and development of IDA’s Chapters, Delegates, and other grassroots, including resources that promote leadership and community organizing skills.
- Develop strategies to support grassroots engagement around the issue of light pollution, including the development of “how to” resources and toolkits, providing online training workshops and webinars, and creating campaigns that energize,

mobilize and build the grassroots community and that increase IDA's visibility and membership base.

- Establish and administer IDA's online grassroots network forum (Slack).
- Develop and maintain a database of contacts that serves as the conduit between IDA and grassroots networks, including,
 - IDA Chapters, Delegates and Affiliates
 - Subject-matter experts
 - Energy policy contacts
 - Decision-makers
 - Astronomy groups
 - Influencers
- Attend events and represent IDA at public presentations.
- Embrace and model IDA's organizational culture of philanthropy by supporting all facets of fundraising and development, including donor cultivation, grant writing, annual appeals, and membership recruitment.

Qualifications and Desired Skills

The Director of Engagement should demonstrate competence in the following areas:

- Fully committed to the mission and goals of IDA.
- Mobilizing citizen groups, grassroots organizations, and local communities to achieve clearly defined outcomes.
- Working constructively across constituency groups and stakeholders, including those in the international community.
- Community organizing, leadership development, and fostering the development of alliances and coalitions around the issue of light pollution.
- Exceptional oral and written communication skills and the ability to listen and learn.
- Strong social and networking skills that facilitate connecting individuals to one another and to a larger movement.
- Comfortable making public presentations and responding media inquiries.
- Conversant in the issue of light pollution a plus.
- Understand and demonstrate ethical behavior and practices that are consistent and align with the values of IDA.
- Work cooperatively and effectively with others to set goals, resolve problems, and make decisions that enhance IDA's effectiveness.
- Experience in the nonprofit sector.
- Teaching background a plus in developing toolkits, campaigns and other resources
- Able to make meaningful connections via remote tools, such as Skype, email and other means.
- Positive, uplifting with an innate ability to inspire.
- Big-picture thinker and able to synthesize information from multiple sources.

Qualifications

Education and experience

- Masters or undergraduate degree in public administration, political science, or discipline relevant to the position.

- A minimum of five years of community building, grassroots organizing, or related skills demonstrating experience and understanding of citizen advocacy, particularly as it relates to the environmental movement.
- Experience and ease in communicating with a diversity of individuals, including those in the international community.
- Strong organizational skills and the ability to manage multiple tasks and assignments.
- Experience in coalition building and working in a team environment.
- Strong organizational and interpersonal skills.
- Demonstrated knowledge of nonprofit governance, management and administration.
- Ability to work independently with little supervision.
- Willing to travel occasionally.

Proficiency in the use of computer

Microsoft Word, Excel and PowerPoint

This is a full-time permanent position. Compensation is commensurate with experience and includes benefits.

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