



PO Box 1021 | columbiainsight.org | Hood River, OR 97031

Opening for Executive Director Position

Columbia Insight seeks an experienced and dynamic Executive Director to lead and oversee all aspects of our operations, including editorial direction, audience outreach, financial management, fundraising, and community engagement. The Executive Director will also be committed to extending the reach of our stories into communities with limited access to traditional news outlets or who access information through social media.

About *Columbia Insight*

Founded in 2017, *Columbia Insight* is an award-winning environmental news site dedicated to providing in-depth reporting and analysis of environmental issues affecting the Columbia River Basin and the Pacific Northwest. Our goal is to raise awareness of the environmental challenges facing the region and to inform and inspire action towards sustainable practices and policies. We commission professional journalists to write our stories and generally publish two original stories a week that appear on columbiainsight.org and are emailed to 2600+ subscribers.

Columbia Insight encourages other media outlets to republish our stories without charge, and in this way we often reach hundreds of thousands of readers throughout the Pacific Northwest who would otherwise not see them. We are also experimenting with new ways to reach audiences, including expanding our use of social media. This work is especially important given the growing “news deserts” within the region as local newspapers are reduced or eliminated for financial reasons and surviving newspapers reduce their staffs.

Job Description

Strategic Leadership - Develop and execute strategic plans to advance our mission and objectives in partnership with staff and members of the board of directors.

Financial Management - Oversee budgeting, financial planning, and expenditures.

Editorial Oversight - Work closely with the editor to maintain high-quality content that aligns with our mission and values.

Fundraising and Development - Lead fundraising efforts, including management of grant writing, donor relations, annual campaigns, events and sponsorship cultivation and explore other potential sources of revenue.

Community Engagement - Build and maintain relationships with stakeholders, readers, and the broader community to enhance *Columbia Insight's* impact and visibility.

Operational Management - Ensure efficient day-to-day operations, including administration and logistics.

Board Relations – Work with the board of directors to fulfill governance responsibilities and support the strategic direction of the organization.

Qualifications

Ideal candidates will have experience in management, environmental studies, communications, journalism, or related fields, preferably in a leadership position, and a strong understanding of environmental issues, policies, and trends, particularly within the Pacific Northwest region. They will also have demonstrated success in fundraising, including grant writing, donor cultivation, and revenue diversification, and experience in budgeting and budget oversight.

Excellent communication and interpersonal skills, with the ability to inspire and engage diverse stakeholders, are essential, as is a commitment to journalistic integrity, ethical standards, and the mission of the organization.

Finally, the ideal candidate will be someone who lives within the Pacific Northwest, who wants to help shape its environmental future, and who can think creatively and strategically about the challenges facing journalism and the role of *Columbia Insight*.

Benefits

- Salary \$65,000 - \$75,000, dependent on qualifications and experience.
- Opportunity to lead a respected environmental publication, to work with an outstanding editor and journalists, and to have a meaningful impact on regional and national environmental issues.
- Professional development opportunities and a supportive work environment.

Application Process

Interested candidates should submit a resume, cover letter outlining their qualifications and vision for the role, and contact information for three professional references to Susan Hess, Executive Director, at susanh@columbiainsight.org. Applications will be reviewed on a rolling basis until the position is filled. *Columbia Insight* is an equal opportunity employer committed to diversity and inclusion in the workplace. We encourage individuals from diverse backgrounds to apply.