



TREE Fund President/CEO Position Profile

The TREE Fund: The Tree Research & Education Endowment Fund's mission is to support scientific discovery and dissemination of new knowledge in the fields of arboriculture and urban forestry. The TREE Fund solicits donations and awards grants, fellowships and scholarships in its efforts to advance the science and knowledge in the fields of arboriculture and urban forestry.

In order to accomplish its mission and initiatives, the foundation needs to raise over \$1 million dollars annually for operations and grant making. It also has a continuing development goal of increasing its \$3 million endowment. The TREE Fund's Board of Trustees represents the varied professional fields of arboriculture, urban forestry, researchers and allied disciplines within the green industry. The fifteen Trustees are green industry leaders from throughout the United States. The offices of the TREE Fund are located in Naperville, IL, a suburb of Chicago.

General Functions:

The TREE Fund's President/CEO is responsible for leading the organization in its efforts to fulfill its vision and mission. He/she will guide the staff and Trustees in the accomplishment of the Fund's established Strategic and Development Plans. The President/CEO is responsible for the overall management of the Fund's operations and finances. He/she motivates, coaches, supervises the Fund's five staff members.

The CEO represents the Fund to its donors, volunteers, partnering organizations, the public and all other stakeholders. He/she is the primary leader in guiding the Trustees and staff in finding and soliciting major gifts to sustain and enhance the Fund's endowment. The responsibilities of the CEO require that he/she represent the Fund at various conferences throughout the United States, therefore a willingness to travel is essential.

Qualifications:

The next President/CEO of the TREE Fund must have extensive executive leadership and successful fundraising experiences. He/she shall be a strong communicator, including being a poised and confident speaker. The CEO must be able to build constructive relationships and trust with key stakeholders of the Fund. The CEO must be a strategic thinker and planner. He/she should have successful experiences in marketing the mission and vision of nonprofit organizations. The next CEO of the Fund will be expected to develop and implement strategies for increasing the endowment to a level that will at least triple its value within the next five to ten years. These efforts should include expanding major gift donors and a program of planned giving. The CEO should have a working understanding of grant management, including evaluation, awarding, and monitoring.

Salary and benefits competitive and commensurate with expertise and experience. The Fund is an EOE.

Submit Resumes by June 19th to Transitions In Leadership at treefund@tilnonprof.com

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