



Are you on board?



Stone Living Lab

## Stone Living Lab Managing Director

### The Opportunity:

Launched in 2020, the Stone Living Laboratory (SLL) is an innovative coastal resiliency laboratory within the Boston Harbor Islands National and State Park. Established as a unique Partnership among the University of Massachusetts Boston, US National Park Service, Massachusetts Executive Office of Energy and Environmental Affairs, Massachusetts Department of Conservation and Recreation, City of Boston, and Boston Harbor Now (BHN). With funding from The Stone Foundation, Cabot Corporation, and other sources, the lab engages researchers, students, and the public in testing innovative, adaptive, nature-based approaches centered around four core priorities: research, climate preparedness, education, and policy in Boston, the Harbor Islands, and other coastal locations. Information about the Lab, including its guiding principles and commitment to equity, is available at [www.stonelivinglab.org](http://www.stonelivinglab.org). The need for equitable approaches to coastal climate resilience cuts across all priorities.

The SLL seeks a skilled **Managing Director** with a commitment to leading a diverse partnership. This full-time position will manage the Lab's internal and external relationships, oversee the day to day and long-range planning for the Stone Living Lab, and ensure coordination of the Lab's activities.

Boston Harbor Now (BHN) and UMass Boston provide administrative support for the Lab, including each hosting a director of the Lab – the Managing Director at BHN and the Scientific Director at UMB. This new partnership position will report directly to the President and CEO of BHN and be responsible to the Board of Directors of the Stone Living Lab.

Under our uniquely creative management structure, the Managing Director will work alongside the Lab's Scientific Director to ensure consistency between the Lab operations and scientific/research Lab goals.

As the Stone Living Lab continues to evolve, the Managing Director will be instrumental for overseeing the growth and progress of the Lab and serving as a leader and facilitator among the partner organizations. We expect that the Managing Director will have excellent leadership capabilities, program management skills, fundraising experience, and knowledge of/interest in environmental and climate policy issues.

### Position Summary:

By guiding the work of the Lab, this position will advance research, education, and policy to further climate resilience, while maximizing social, economic and environmental co-benefits. Working with dedicated leaders from federal, state, indigenous, and municipal government, academia, and the non-profit sector, the Managing Director will have an opportunity to play an influential role in a rapidly evolving field.

**Responsibilities:**

The Managing Director must be a respected professional who works effectively in collaboration with others. This position will help lead the effort to implement the vision for the Lab and continue to identify further strategic priorities as the Lab develops.

Specifically, the Managing Director will be responsible for the following:

- Leading the process for implementing—and updating as needed—the Lab’s 5-year plan, including tracking progress on each of the Lab’s priority actions
- Managing the overall coordination of the Lab’s day-to-day activities, including overseeing a small team of staff working on Lab initiatives
- Attending Lab sub-committee meetings to ensure progress and provide coordination with other aspects of the Lab
- Overseeing and managing meetings such as those of the Advisory Board, Executive Committee, and Board of Directors, including developing agendas and summaries and making this information available to the SLL team
- Collaborating with partner organizations across all disciplines to ensure effective communication and management of the Lab
- Attending stakeholder meetings and focus groups on behalf of the Lab
- Developing new strategies to engage with diverse communities through Lab programs and activities, including involvement on Lab boards and committees
- Tracking and assisting in the implementation of Lab projects in consultation and collaboration with internal and external partners
- Developing and maintaining strong relationships with stakeholders
- Working closely with the Development teams at Boston Harbor Now and UMass Boston and others to recognize and pursue public and private funding opportunities
- Advising the Lab Team on planning issues and strategic opportunities
- Developing reports, budgets, and presentations for existing and potential funders
- Ensuring that the Lab’s research, policy, and education activities align with the Lab’s guiding principles, directional visions, and internal processes
- Working with the Lab’s communications team, sub-committee chairs, and others, oversee the sharing of Lab data, products, and other resources
- Overseeing financial management of the Lab
- Participating in research in collaboration with other Lab partners as appropriate
- Representing the Lab in speaking with external partners including the media and elected representatives and commenting on legislation and other policy issues

**Desired Qualifications:**

The successful candidate should be an energetic, motivated, and highly organized professional comfortable working through complex decisions and interested in identifying and operationalizing systems that enhance the work of the Lab. The individual should possess excellent oral and written communications skills, a good sense of humor, and the ability to understand and respect the diverse needs and interests of the Lab’s partners. In addition, a successful candidate should possess the following qualifications:

- Degree in relevant field such as business administration, environmental science, or a related field and at least 3 years in a management position. Advanced degree preferred
- Demonstrated experience leading and managing complex teams and collaborative efforts across sectors
- Experience engaging with diverse communities such as environmental justice communities and indigenous communities
- Experience developing strategic plans and monitoring implementation efforts
- Familiarity with developing budgets and reports for existing and potential funders
- Demonstrated success in raising funds from foundations, corporations, grants, and other sources
- An interest in/familiarity with climate change impacts as well as with municipal, state and federal agencies and policy regulations relevant to waterfront projects in and around Boston Harbor or other urban areas
- Ability to manage multiple projects simultaneously, work within tight deadlines and prioritize work as necessary
- Experience thinking strategically and developing and maintaining relationships that achieve desired outcomes
- Ability to speak effectively at high-profile events and write effectively for a wide-variety of audiences
- Demonstrated ability to lead and manage projects, budgets, proposals, contractors and staff
- Comfortable working independently and collaboratively as a key member of a small, fast-paced team
- Attention to detail and process
- Experience convening and working in partnership with other nonprofits, local communities, for-profits, academia and government agencies
- Flexibility to be able to work evenings and weekends, as needed
- Proficient in Microsoft Office and other platforms used to coordinate complex teams, *e.g.*, Google Drive, Slack, Zoom
- Fluency in another language (s) a plus

**Benefits and Salary:**

Salary range is \$100,000-\$140,000 and will be commensurate with experience and include a competitive benefits package, including medical, dental, life and disability insurance, flexible spending accounts, vacation, sick and personal time, as well as the option to participate in our 403(b) program.

**About Boston Harbor Now:**

Boston Harbor Now works at the intersection of people and nature to advocate for open space, public infrastructure, and private sector development that will enhance public access to the Harbor and protect the City and the region from the impacts of climate change. We seek to activate the Harbor, reconnect it with Boston’s neighborhoods, and protect water-dependent uses. We build and broaden the constituency for the Harbor by engaging people through diverse programs – promoting access to the waterfront and the Boston Harbor Islands National and State Park Area.

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**About the Stone Living Lab:**

The Stone Living Lab is an innovative and collaborative initiative for testing and scaling up nature-based approaches to climate adaptation, coastal resilience and ecological restoration in the high-energy environment of the Boston Harbor Islands National and State Park. A “Living Lab” brings research out of the lab and into the real world by creating a user-centered, open, innovative ecosystem that engages scientists and the community in collaborative design and exploration.

The Stone Living Lab is a partnership of the City of Boston, UMass Boston School for the Environment, Boston Harbor Now, the National Parks of Boston, the Massachusetts Department of Conservation and Recreation, and the James M. and Cathleen D. Stone Foundation that engages scientists and the community in research, education, and the promotion of equity.

**Commitment to Diversity, Equity, and Inclusion:**

Boston Harbor Now is an intentionally diverse workplace. We are intentional about hiring, developing, and retaining people of color at all levels. We don’t just accept differences – we celebrate them, we value them, we promote them, and we thrive on them for the benefit of our employees, volunteers, supporters, partners, and community. We recognize that people bring their personal histories to work and that we make better decisions when we include a wide range of experiences and opinions. Diversity refers not only to race and gender, but also to an array of human differences including: culture, ethnicity, geography, socio-economic position, ability, sexual orientation, background, perspective and more that exist in the community and are reflected in the workforce. We value using a race equity lens to manage the organization and create spaces for conversations on race and ongoing staff and board engagement and empowerment to redesign policies, practices, services and programs. Boston Harbor Now, and the Stone Living Lab, strongly believe that diversity plays an essential role in our mission, fostering innovation and creativity, attracting the best candidates to our team, and enhancing our ability to serve.

Boston Harbor Now is an equal opportunity and affirmative action employer.

**How to Apply:**

Please send your resume/CV and cover letter to [employment@bostonharbornow.org](mailto:employment@bostonharbornow.org). Please use the Subject line “Stone Living Lab Managing Director Application (your last name)” in your email. No phone calls please.