



**The Loppet Foundation
Adventures Director
Job Announcement**

The Loppet Foundation creates a shared passion for year-round, outdoor adventure in the Minneapolis area. The foundation provides quality programming for youth and adults, produces world class adventures and sporting events, and strives to create an equitable and inclusive community in its operations in Theodore Wirth Park. The Loppet staff are dedicated and energetic individuals who work together leveraging the various aspects of the Foundation to create a whole that is more than the sum of its parts.

Primary Directive: The Loppet Foundation's Adventures Director directs much of the Foundation's youth programming and oversees the organization's inclusion and outreach efforts. The position helps drive the Foundation's efforts to offer programs that create progressive opportunities in adventure and life for youth and families - with a particular focus on engaging and sustaining relationships with BIPOC youth and families.

Duties and Responsibilities:

- Leading and administering the Loppet Adventures programs, which include:
 - Minne-Loppet Programs in partnership with the Minneapolis Public Schools. The Minne-Loppet program focuses on exposing elementary aged children to outdoor adventure and operates currently in 8 schools on the Northside of Minneapolis
 - Middle School Junior Loppet programs, in partnership with MPS, Community Education and Beacons. Junior Loppet programs are year-round non-fee based adventures. We currently implement programs in Anwatin, North East Middle School, and Franklin, that foster connections between youth, coaches and the outdoors
 - Adventure Camps - week-long summer camps for youth ages 8 - 14 that focus on outdoor adventure and activities including canoeing, archery, mountain biking, arts and crafts and environmental education
 - High School Leadership programs for youth graduating from Loppet elementary and middle school programming
 - Snowboarding and Alpine programs for BIPOC youth
 - Break the Cycle - a program to increase the # of BIPOC bike mechanics in the Twin Cities
 - Special events and clinics geared toward community members
- Lead budgeting efforts, including budgeting and forecasting, in partnership with the Finance & Administration Director
- Lead fundraising efforts on behalf of Adventures. This includes maintaining and furthering current grant relationships, including oversight of data collection, goal setting, and tracking of outcomes and working with the Development Department on finding and procuring new grant opportunities for programs
- Directing all program administration - including hiring and supervising Adventures coaches, staff and volunteers. This position will have a dotted line to the Finance and Administration Director.
- Lead the Foundation's Community engagement efforts - especially with North Minneapolis-based individuals, businesses and community organizations

- Coordinating with the marketing and communications team to amplify the work of Loppet Adventures programming and our outreach and inclusion efforts
- Assuring a progressive programming model that promotes the opportunity for youth to become involved with the Foundation in multiple ways over the course of their experience with Loppet programming

Required Knowledge and Abilities

- 10+ years working in a leadership role with youth, outdoor activities, mentorship or similar areas
- Results driven leader, with strong strategic thinking and communication skills
- Experience working in and with diverse communities, and a commitment to ensuring that everyone in our community is invited to be a part of and connected to outdoor adventure
- Demonstrated commitment to diversity, equity, and inclusion

Preferred Knowledge and Abilities

- Experience programming with Minneapolis Public Schools and/or the Minneapolis Park and Recreation Board
- Experience working with Microsoft Office (Excel and Word) and with a CRM system

This is a full-time salaried position, wages between \$85,000 to \$90,000 per year depending on demonstrable experience. Schedule and location are flexible with the understanding that a presence during regular business hours is important and that there are a variety of evening and weekend events, some of which this role will be necessary to attend.

This position reports directly to the Executive Director and includes the following benefits: Unlimited PTO, a simple IRA with the Loppet Foundation matching employee contributions up to 3% of the employee's salary, two health insurance plan options and a dental insurance option. And the ability to work and play in the magnificent Theodore Wirth Park!

We recognize the need for a diverse workforce and understand that traditionally underrepresented communities must be centered in the work we do. As a Foundation, we are committed to building a blended team that reflects the community we serve. We understand that we cannot fulfill our mission without acknowledging and addressing the many barriers that exist for some members of our community, especially our BIPOC and LGBTQIA+ community. We still have a long way to go but are fully committed to bringing DEI practices and values to the forefront of all areas of the organization. We recognize this is a big statement to make and are happy to provide more detail and conversation around our strategic equity goals and immediate actions. We currently have a full-time permanent staff that is 32% BIPOC and 68% White/Caucasian. ***Hence, we strongly encourage BIPOC, Indigenous and Queer identified individuals to apply.***

HOW TO APPLY:

Email resume (preferably in .pdf form) and cover letter to claire@loppet.org with an e-mail subject that reads exactly "Adventures Director Application." In lieu of a cover letter you may provide an answer to one of the following questions:

- Based on the job posting, how do you see yourself adding value to this role and our foundation?
- Given your professional and personal goals, why are you interested in working for us right now?