



Executive Director Position Announcement



About Oregon Country Fair

The Oregon Country Fair (OCF) is a not for profit membership organization dedicated to creating events and experiences that nourish the spirit, explore living artfully and authentically with the earth, and help transform life in magical, joyous, and healthy ways. We are committed to serving people from diverse cultures and economic backgrounds.

Our signature event is an annual three-day festival held in early July approximately 15 miles west of Eugene, near the city of Veneta, Oregon. The Oregon Country Fair owns 500 acres where we create a magical world where people are encouraged to dress up, let their hair down, have fun and celebrate. We offer music, vaudeville, jugglers, and a host of other entertainment on multiple stages spread throughout our wooded property. Along the paths one finds handmade crafts and delectable cuisine, and friends they haven't seen since last fair. Approximately 45,000 "day trippers" attend

over the three days and more than 10,000 Fair Family members make it happen. Volunteer staff set up, operate and put away most every aspect of the temporary community - fences, stages, infrastructure, water, garbage and recycling, emergency services, child care, and much much more. Entertainers of all walks and styles make merry and vendors - crafters and food booths - spark the creative imagination and stimulate the taste buds.

Founded in 1969 as a benefit for an alternative school, the OCF has a rich and varied history of unique arts and performance promotion, educational opportunities, land stewardship and progressive social conscience. Over the past 50 years we have grown into a debt-free organization with a multimillion-dollar annual operating budget.

Each year Fair donates money to community organizations that support people in need, work to protect the environment or further the arts. This action extends the sense of community and cooperative relationships beyond the Fair event in a way that is consistent with the altruistic purpose and deeply held values of our organization

The Fair exists as the result of the hard work and dedication of thousands of people. We therefore don't think of ourselves as volunteers, crafters, or entertainers but rather as family - Fair Family. We are dedicated to the principle of treating each other and others with respect. We aim to be good stewards of all our resources - our people, our land, and our money. And we strive to conduct ourselves in accordance with our shared values.

For more information visit: <https://www.oregoncountryfair.org/>

The Opportunity

The Oregon Country Fair is a 50-year-old community treasure, known and respected not just in Oregon but internationally. The Executive Director will step into a role leading a healthy and vibrant organization. OCF is financially strong with stable income, no debt and ownership of all its property. We are blessed with a high functioning staff of six, a committed elected board of directors, an experienced volunteer management team and literally thousands of other volunteers.

In many ways, this job is so much more than leading a highly successful nonprofit organization. This job is also a community leadership role. The roots of OCF reach back to 1969 and the engaged members are more than simply stakeholders. This is an organization with strong community, family and generational connections. Leading a membership organization is complex and sometimes messy. Our members are actively engaged and expect to have a voice in important decisions. The tensions that result from this model are our biggest challenge and our greatest strength. The Executive Director must be able to create an environment where all voices are heard and everyone brings their best selves to the work.



OCF is in the middle of a significant change and these changes are difficult. We are seeking a leader who will guide us through organizational change as the board shifts more and more to a governing role and empowers staff to take the lead in day-to-day operations. As a membership organization, a change of this nature requires that the Executive Director inspire a shared vision for the organization that will be embraced at all levels. This change agent role will not be easy for a new leader, but it is absolutely critical that our new Executive Director embrace the challenge.

Leading a robust planning process for the long-term future of OCF will be an important role for the Executive Director.

OCF is also focused on living its commitment to diversity, equity and inclusion. We have a long way to go in this important work and we will look to the Executive Director to chart the way forward.

Candidate Profile and Experience Requirements

Prior Experience

- Management experience in a nonprofit organization, with at least five years of advancing responsibilities; or, six years demonstrated leadership as a governance volunteer in a nonprofit organization. Experience managing considerable fixed assets desirable.
- Proven management experience with budgets, personnel, volunteers, contractors and in overseeing and promoting events and programs
- Bachelor's or advanced degree or equivalent experience.

Skills, Knowledge and Abilities

- A participatory management style. Demonstrated ability to achieve results through relationships with key internal stakeholder groups and individuals.
- Track record of building collaborative relationships with diverse partners including local and regional government bodies, nonprofits and other external stakeholders.
- A sound knowledge of, and experience in, financial management.
- Excellent listening, conflict resolution, and other interpersonal skills.
- Strong oral and written communication skills including ability to passionately engage the public in the mission of OCF.
- Self-starter who will work independently on concurrent projects and meet deadlines.
- Consistency and attention to detail.
- Demonstrated commitment to stewardship of the land and an awareness of environmental concerns and issues.



- Knowledge of state and county building and land use management planning requirements preferred.

Core Competencies and Personal Characteristics

The ideal candidate will be able to communicate a compelling and inspired vision that is shared both inside and outside of the organization. Strong interpersonal relationship skills are required to be successful in this position. This leader must genuinely care about people, be widely trusted, and seen as a direct and truthful individual. The Executive Director sets the tone for the organization and must be approachable and able to create a climate in which people want to do their best. This position requires an ability to maneuver through complex political situations and remain composed under pressure. The job demands strong business acumen.

OCF is deeply committed to equity and inclusion and the Executive Director should be the champion for those efforts. Cultural competency is essential including the ability to work effectively with others and to promote and achieve good relations with diverse communities.

Compensation and Benefits

The salary range for the position is \$80,000 to \$105,000 annually, based on experience. Oregon Country Fair offers a competitive benefits package including employer-paid health insurance for employees and their families, dental insurance, a 10% employer contribution to a SEP-IRA, generous paid time off, and a 3-month paid sabbatical every seven years.

To Apply

Please submit your **resume and a cover letter in Word or PDF format**. Oregon Country Fair is committed to building a culturally diverse and inclusive environment and is actively seeking to recruit a diverse applicant pool.

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