



Bonefish
& Tarpon
TRUST



VICE PRESIDENT

Position Prospectus





ABOUT THE ORGANIZATION

Bonefish & Tarpon Trust (BTT) is dedicated to the conservation of bonefish, tarpon, and permit—the species, their habitats, and the fisheries they comprise. BTT advances this mission through science-driven conservation initiatives, advocacy, and education across The Bahamas, Belize, Mexico, Florida, and other U.S. coastal states. BTT’s scientific rigor, collaborative partnerships, and track record of impact distinguish the organization as a global leader in flats fishery conservation. Learn more at [BTT.org](https://www.btt.org).





THE OPPORTUNITY

Bonefish & Tarpon Trust is at a pivotal moment of growth. Having built outsized conservation impact with a lean, entrepreneurial team, the organization is now scaling its programs, staff, and funding to deliver mission impact at a significantly higher level. The Vice President will play a central role in fostering BTT's growth and performance as a professional, highly effective enterprise while preserving its mission-driven culture.

This is a builder role for a trusted, steady leader who can bring clarity, systems, and operational discipline as the organization grows. The VP will partner closely with the President & CEO to strengthen internal infrastructure, improve transparency and reporting, support staff expansion, and enable long-term execution of BTT's strategic plan through 2030. For the right leader, this is a rare opportunity to help guide and support a respected conservation organization during a pivotal moment in its development with the goal of building durable, scalable impact for the future.

POSITION SUMMARY

The Vice President (VP) reports to the President & CEO and serves as a senior organizational leader responsible for strengthening BTT's internal operations, financial and organizational discipline, and enterprise-wide effectiveness. Beginning in 2026, the VP will play a central role in executing BTT's new strategic plan, helping the organization scale its conservation, habitat restoration, and policy impact while maintaining its entrepreneurial culture.

This is a builder role for a calm, trusted, and highly capable leader who can introduce structure, clarity, and systems without compromising BTT's mission-driven ethos. The VP will partner closely with the President & CEO to manage growth, ensure internal alignment, and position the organization for long-term sustainability and impact.



KEY RESPONSIBILITIES

Organizational Strategy & Leadership

- Partner with the President & CEO and senior leaders to implement BTT's strategic plan, translating long-term objectives into clear annual priorities and execution plans
- Lead organization-wide tracking, reporting, and assessment of progress toward strategic goals
- Support change management as BTT scales programs, staff, and geographic reach

Financial Oversight & Operational Excellence

- Oversee outsourced accounting services and ensure accurate financial reporting, budgeting, forecasting, and cash-flow management
- Collaborate with the President & CEO and Board to develop annual budgets and financial plans
- Develop and maintain effective internal systems for reporting, planning, and accountability as organizational complexity increases

Team Leadership & Culture

- Supervise the Director of Development, Director of Marketing, and Director of Finance & Operations
- Oversee human resources, including staff development, performance management, hiring, and transitions
- Help bring role clarity, effective internal communication, and operational consistency across teams
- Foster a collaborative, high-performing culture that supports staff through growth and change

Systems, Risk & Governance

- Strengthen internal infrastructure, including CRM usage, reporting systems, and operational workflows
- Ensure compliance with applicable U.S. and international laws and regulations
- Identify and manage organizational risk, including financial, legal, operational, and reputational risks
- Support Board engagement through reporting, committee collaboration, and governance support

External & Partner Management

- Navigate complex partner relationships, including corporate, nonprofit, and government partners
- Exercise sound judgment in sensitive communications, public-facing issues, and reputational matters
- Support the organization's growing engagement with donors, foundations, and grant funders



CORE COMPETENCIES & ATTRIBUTES

- Demonstrated ability to bring structure without stifling culture in growing organizations
- Trusted, collaborative leadership style with strong emotional intelligence
- Strong organizational skills with the ability to manage multiple priorities, projects, and deadlines
- Comfort operating across diverse geographies, cultures, and stakeholder groups
- Clear communicator who values transparency, accuracy, and follow-through

MINIMUM QUALIFICATIONS

- 10+ years of progressively responsible leadership experience in nonprofit, conservation, or mission-driven organizations
- Proven success overseeing organizational operations, financial management, and multi-functional teams
- Experience leading growth, organizational change, and system maturation
- Strong financial acumen, including budgeting, forecasting, and reporting
- Bachelor's degree required; advanced degree preferred
- Willingness and ability to travel domestically and internationally as needed

CORE COMPETENCIES & ATTRIBUTES

- Experience with grant-heavy funding models, including state and federal grants
- Familiarity with international conservation or environmental work
- Experience managing distributed or remote teams
- Background working closely with Boards of Directors and senior leadership teams





LOCATION

Coconut Grove, Florida (alternate Florida locations may be considered)

SALARY & BENEFITS

Compensation for the Vice President role is \$175,000 - \$200,000 annually, commensurate with experience, along with a comprehensive benefits package. Bonefish & Tarpon Trust offers a mission-driven, entrepreneurial environment with the opportunity to play a pivotal role in scaling conservation impact globally.

TO APPLY

Interested candidates should submit a resume and statement of interest to:

Jonathan McIntosh

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Bonefish & Tarpon Trust is an equal opportunity employer. We are committed to creating an inclusive environment for all employees and applicants and do not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, veteran status, or any other legally protected status.

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