

Director of Green Lodging/Green Hospitality Environmental Certifications

Organization Overview:

Audubon International, a nonprofit organization, is celebrating its 35th anniversary of creating sustainable environments where people live, work, and play. We work in the area where the natural and built environments meet, engaging with a wide range of interested partners including golf courses, resorts, large and small businesses, environmental not-for-profits, community associations, local governments, and state and federal agencies to manage their properties in a more sustainable manner. We use a combination of award-winning environmental certification and education programs, technical assistance, and recognition to positively impact environmental health at multiple geographic scales, from individual properties to communities and ecoregions.

Position Description:

We are seeking a highly motivated and experienced individual to join our team as the Director of Green Lodging/Green Hospitality (GL/GH) Certifications. In this role, you will work directly with our hotel and resort members, guiding them through the certification process and ensuring their ongoing commitment to environmental stewardship. You will play a key role in expanding our membership base, participating in cross-program partnerships, and promoting sustainable practices to help our GL/GH members achieve environmental excellence while enhancing their guest experience.

Your responsibilities will include:

- **Certification Management:** Oversee the certification process for hotels and resorts, from initial assessment to certification attainment and subsequent renewals.
- **Client Engagement:** Build and maintain strong relationships with hotel and resort members, providing guidance and support to facilitate their certification journey.
- **Compliance Assurance:** Ensure that all certified properties adhere to the Green Lodging and Green Hospitality standards, conducting regular audits and assessments.
- **Educational Outreach:** Use a variety of tools such as newsletters, technical bulletins, training sessions, webinars, and workshops to educate hotel and resort staff on sustainable practices and certification requirements.
- **Continuous Improvement:** Stay updated with industry trends and best practices, enhancing our certification programs to align with the latest environmental standards.

Minimum Qualifications:

- Bachelor's degree in Engineering (i.e., Mechanical, Electrical, Industrial, Environmental, etc.), Architecture, Environmental Science, Sustainability, Hospitality Management, or a related field.
- Minimum of two years of work experience in a field mentioned above or a related field.
- Exceptional communication and interpersonal skills, with the ability to engage and inspire diverse stakeholders.
- Proven ability to work independently and collaboratively in a team environment.
- Excellent project management skills with attention to detail.

- Passion for environmental sustainability and commitment to driving positive change in the hospitality sector.

Preferred Qualifications:

- Master’s degree in fields outlined above.
- Familiarity with LEED certification requirements
- Strong knowledge of environmental sustainability practices, with a focus on energy efficiency, water conservation, waste management, and green building standards.
- Prior experience managing certification programs.
- Public speaking experience.

For more information about our organization and these certification programs, please visit:

- [Green Lodging Program](#)
- [Green Hospitality Program](#)
- [Audubon International](#)

Compensation: This is a full-time, exempt position with a salary range of \$55,000-\$70,000, dependent on qualifications. Audubon International’s office is located in Troy, NY and offers a hybrid work model. A fully remote position is possible for the right candidate.

Audubon International offers a mission-driven work environment that promotes continued employee growth and development. The organization offers its employees a strong compensation package, including competitive salary, fully paid individual health benefits, retirement benefits, and paid vacation beginning in first year of employment. Diversity is highly valued.

Deadline for Application: Open until filled.

How to Apply: If you are passionate about environmental sustainability and have a proven track record in the environmental or hospitality fields, or if you have experience managing certification programs, we invite you to apply.

Submitted applications will be reviewed upon receipt and must include the following:

- Cover letter summarizing your qualifications for the position, including a description of how prior educational training, experience, and skills prepare you to fulfill the job responsibilities detailed above.
- Resume or Curriculum vitae.
- Contact information (name, job title, phone and email) for three professional references

Application materials should be submitted via e-mail to Alison Davy, Finance and Operations Manager at alisond@auduboninternational.org with a subject line of Dir GL&GH and your name (i.e., Dir GL&GH - John Smith)

Audubon International thanks all applicants for their interest, but only those selected for an interview will be contacted.

Audubon International is an equal opportunity employer committed to practices that ensure employees and applicants for employment are provided with equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status,

pregnancy, sexual orientation, gender identity, genetic information or any other factor that is not related to the position.