



Trees Lexington plants trees and inspires people to grow a more vibrant community.

Trees Lexington is a non-profit that engages the community in planting, caring for, and learning about trees. Through tree plantings, giveaways, and education, we expand Lexington's tree canopy, improve public health, and preserve the city's unique character.

Together, we create a more beautiful, connected, and sustainable community—leaving a greener legacy for future generations.

Position Summary

Trees Lexington! is seeking a **Director of Programs** to lead the delivery of our programs and strategic initiatives. Reporting to the Board of Directors, this full-time role is responsible for overseeing all aspects of tree planting and care, staff leadership, community engagement, and grant-funded projects. The Director of Programs will be instrumental in strengthening our impact, building meaningful partnerships, and ensuring the long-term success of our mission.

Key Responsibilities

Project Management & Urban Forestry

- Plan and execute all tree planting and maintenance projects in alignment with organizational goals
- Oversee tree selection, ordering, site preparation, scheduling, and partner coordination
- Supervise staff and volunteers to ensure effective watering, pruning, and monitoring
- Track tree health metrics and implement corrective actions to maximize survival rates

Team Leadership & Operations

- Supervise the Operations Manager and Tree Care Technician
- Foster a high-performance, inclusive, and results-driven team culture
- Manage payroll and ensure timely, accurate submissions

Community Engagement

- Represent Trees Lexington! at public events and through media appearances
- Lead volunteer engagement and outreach initiatives to strengthen community involvement
- Build and maintain partnerships with nonprofits, businesses, and community groups

Grants & Administration

- Track and fulfill grant deliverables, reporting, and reimbursements
- Assist with grant writing and proposals
- Maintain accurate documentation and ensure compliance with grant requirements

Board Relations & Communications

- Provide regular updates to the Board of Directors on projects, staffing, and partnerships
- Share insights, risks, and opportunities to support informed board decision-making

Performance Expectations

Success in this role will be measured by:

- Timely and effective delivery of planting and care projects
- Strong staff management and team development
- High survival rates for planted trees
- Accurate and timely reporting for grants and payroll
- Increased visibility and impact of Trees Lexington! in the community
- Clear, proactive communication with the Board of Directors

Preferred Qualifications

- Knowledge of arboriculture and native tree species
- Experience in project management and nonprofit program delivery
- Strong communication, problem-solving, and public speaking skills
- Ability to self-direct, prioritize, and adapt in a fast-paced environment
- Familiarity with grant management and data tracking

Compensation & Benefits

- Salary of \$50,000-\$60,000, commensurate with experience
- Opportunity to make a lasting impact on Lexington's urban forest and community health

How to Apply

Interested candidates should submit a **resume and cover letter** to info@treeslexington.org. Applications will be reviewed on a rolling basis until the position is filled.