



658 Cedar Street  
St. Paul, MN 55155  
Phone: 651-296-0099  
[www.lcc.mn.gov](http://www.lcc.mn.gov)

## **Minnesota Legislature**

### **Lessard-Sams Outdoor Heritage Council**

### **Executive Director**

An excellent opportunity is available in the Minnesota legislature to serve as the Executive Director for the [Lessard-Sams Outdoor Heritage Council](#) (LSOHC), a nonpartisan council within the Legislative Coordinating Commission at the Minnesota Legislature. The Executive Director provides staff leadership and support to the Council in their work to make recommendations to the Legislature on the allocation of funding for natural resource projects through the constitutionally created Outdoor Heritage Fund, which generates approximately \$160 million annually. The executive director ensures that the work of the council is open and transparent and conducts their work in a nonpartisan manner.

The position description for this unclassified, non-partisan, full-time position is available at <https://www.lcc.leg.mn/jobs/> or call 651.296.0099 to request a copy. The salary range for this position is \$114,844 to \$207,583. It is anticipated that the successful candidate's salary will be between \$114,844 and \$150,000, with an excellent benefits package. Starting salary and level will be commensurate with experience.

The position is open to all qualified applicants. To ensure consideration, please submit a cover letter and resume by September 25, 2025, via email to [lcc@lcc.mn.gov](mailto:lcc@lcc.mn.gov) or mail to Legislative Coordinating Commission, 658 Cedar Street, Centennial Office Building, St. Paul, MN 55155. If you have specific questions, please contact Michelle Yurich, Executive Director, at (651)296-2963 or [michelle.yurich@lcc.mn.gov](mailto:michelle.yurich@lcc.mn.gov).

### **Minimum Qualifications**

1. Bachelor of Arts or Bachelor of Science degree.
2. 5 years of supervisory or management experience
3. Knowledge, skills and abilities
  - a. Superior organizational and communication knowledge, skills and abilities working at a public board level.
  - b. Experience administering and supervising natural resource management and budget decision-making and analysis.
  - c. High-level history and experience working with councils, boards, commissions or committees developing joint recommendations for implementation by federal, state, and local government and non-governmental organizations.
  - d. Non-partisan background.
  - e. Strong active listening, analytical and negotiating skills to bring parties to agreement.

## Desired Qualifications

1. Advanced degree in natural resources, public administration, or related fields.
2. Public sector budgeting, grant review and management experience.
3. Demonstrated commitment to the protection and enhancement of Minnesota's wetlands, prairies, forests and habitat for fish and wildlife.
4. Familiarity with the legislative process.

## Why work for the LCC/LSOHC?

The LCC/LSOHC is a nonpartisan joint office serving legislative members and staff with diverse perspectives and backgrounds. LCC/LSOHC staff provide a wide variety of services to the Senate, House of Representatives, and joint legislative offices and commissions.

## Comprehensive Benefit Package

The State of Minnesota offers exceptional benefits including low cost medical and dental insurance, employer paid life insurance, other optional insurance, optional pre-tax spending accounts, retirement plan, optional tax-deferred compensation, vacation and sick leave and paid holidays each year.

The LCC/LSOHC recognizes there are key elements that make life and work meaningful: health and wellness, financial well-being, professional development, and work/life balance. These benefits, in addition to your salary, make up your total compensation.

## Health and Wellness

The state encourages wellness and promotes preventive care, offering many benefits and resources to help employees and their families lead healthy, balanced lives. This includes:

- Low-cost medical, dental, and vision insurance packages, including prescription drug coverage, to fit your needs to ensure you are happy and healthy.
- Free, confidential help through the Employee Assistance Program (EAP).
- Wellness programs and resources to help you reach your wellness goals.

## Financial Well-Being

The state offers savings and investment plans, time off, insurance options, and more to help employees meet their financial goals. This includes:

- A retirement plan and deferred compensation plan (MNDCP) with an employer-paid match to help you plan for your future.
- Basic life insurance at no cost to you. Additionally, you have the option of choosing supplemental life insurance (including spouse and child life options), short- and long-term disability, and accident insurance.
- Pre-tax benefits, including dependent day care, medical/dental spending accounts (MDEA), and parking and public transit options.

## Professional Development

Professional development that empowers employees to do the work they love and reach their career goals is encouraged. This includes:

- Training and development courses
- Leadership institutes and programs
- Coaching and mentoring
- Career planning

## Work/Life Balance

Work/life balance is supported through:

- The potential for flexible work schedules during the interim when the legislature is not in session
- Compensatory time options
- On average 16.25 days of paid vacation each year based on a 5-hour accrual rate with opportunity for increased accruals as service time increases
- 13 days of paid sick leave each year based on a 4-hour accrual rate
- Optional vacation leave and sick leave bank credits offered to new employees
- 11 paid holidays and 2 floating holidays each year
- 6 weeks of paid parental leave to help you bond in the important weeks after you bring your child home.

During peak periods, LCC/LSOHC staff may experience long work hours and deadlines requiring the ability to stay composed under pressure.

## Equal Opportunity/ADA Employer

The LCC is an equal opportunity employer and is committed to providing equal employment opportunities to all qualified applicants and employees without regard to race, color, creed, religion, sex (including pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), sexual orientation, gender identity or expression, age, disability, marital status, familial status, national origin, citizenship, genetic information, status regarding public assistance, protected veteran status or activity in a local Human Rights Commission, or any other characteristic protected by law.

We do not discriminate on the basis of disability in our hiring or employment practices and comply with all applicable state and federal disability laws and regulations issued by the U.S. Equal Employment Opportunity Commission under Title I of the ADA and under the Minnesota Human Rights Act (MHRA), chapter 363A. To request a reasonable accommodation in the application or hiring process, please contact Rosie Lackner at [rosie.lackner@lcc.mn.gov](mailto:rosie.lackner@lcc.mn.gov).