



JOB ANNOUNCEMENT

POSITION: Director of Stewardship

OVERVIEW: The Director of Stewardship oversees restoration, management and monitoring of lands conserved by Sequoia Riverlands Trust, including nature preserves, conservation easements, and other conserved lands. Direct supervision of Land Steward and Preserve Manager. The Director of Stewardship is the lead manager of SRT's Conservation Easement program.

PRIMARY DUTIES:

- Oversee stewardship of conservation easements and other conservation agreements
 - Coordinate and conduct annual monitoring visits and approve reports
 - Train other monitoring staff and volunteers
 - Maintain easement stewardship records
 - Coordinate / lead response to landowner inquiries about permitted / prohibited uses and reserved rights; maintain open communications with easement landowners
 - Coordinate / lead easement enforcement actions
 - Ensure that SRT conservation easement monitoring and enforcement comply with SRT and Land Trust Alliance policies and standards
 - Work closely with Conservation Project Manager to ensure that SRT's land holdings information is maintained (land conservation software, work flow tracking, and spatial and monitoring data)
 - Track budget / expenses of Conservation Easement program
- Coordinate with land acquisition staff and appropriate consultants to assess/document conservation values and property conditions for land acquisition prospects; provide input to conservation easement design.
- Oversee operations, maintenance, and natural resource management of SRT preserves
 - Provide guidance and supervision to SRT's Land Steward and Preserve Manager, including providing guidance on:
 - Restoration projects and other natural resource management (invasive plant control, monitoring plant survival and other success criteria of restoration and mitigation projects)
 - Public access and operations
 - Monitor preserve conditions and make recommendations for adaptive management response
 - Management planning for preserves
 - Track budget / expenses of preserves
- Assist with funding proposals and grant administration
- Communicate status of land stewardship efforts internally

SUPERVISION: The Director of Stewardship reports to the President and CEO; supervises the Land Steward; and works closely with other Conservation Department staff.

WORK SETTING: The position is based at SRT's headquarters in Visalia, California, a city of about 130,000 residents in the southern San Joaquin Valley. The region has a "Mediterranean" climate, with cool, moist winters and hot, dry summers. This position is primarily in the office with occasional days in the field. SRT's preserves and conservation easements are distributed over eight counties, including lands in the foothills of the southern Sierra Nevada, on the "valley floor", and in the Carrizo Plain area.

REQUIRED SKILLS & ATTRIBUTES:

- Bachelor's Degree in natural resource management, environmental science or related field
- Professional experience with land and resource management (e.g., restoration projects, rangeland management, invasive species control methods, plant / animal monitoring)
- Demonstrated skill with project/team management, including
 - Ability to establish rapport with variety of personalities among SRT staff, consultants / contractors, volunteers and other partners
 - Ability to organize information and schedules, and to juggle multiple projects
 - Ability to clearly communicate priorities and performance expectations to team members
- Ability to do fairly strenuous field work such as hiking on uneven and sometimes steep terrain, driving on rough roads, and planting trees
- Ability to quickly learn land conservation software applications, SRT's on-line record keeping system for land transactions and stewardship
- Ability to synthesize and effectively communicate concepts and data, whether it be in grant proposals, management plans, Board presentations or other venues
- Professional experience writing and compiling reports, analyzing and summarizing data
- Proficiency with Microsoft Access, Microsoft Excel, and formatting reports in Microsoft Word

DESIRED SKILLS & ATTRIBUTES:

- Prior experience working with a Land Trust or other professional experience related to Conservation Easement monitoring and enforcement
- Master's Degree in natural resource management, environmental science or related field
- Practical knowledge of mapping and navigation tools such as ArcGIS, GPS, and aerial imagery
- Plant identification knowledge of Central Valley and southern Sierra Nevada

OTHER NOTES:

- * Candidates **MUST** be able to pass a background check
- * Top candidates may be asked to provide samples of their work that demonstrate their GIS, project management and report production capabilities.
- * The above statements are intended to describe the general nature performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all job duties performed by the personnel so classified. Management reserves the right to revise or amend duties at any time.
- * Staff members are expected to consciously and continuously promote the mission, values, programs, and impact of the organization when presented with opportunities for participating in membership development and reaching out to personal connections on behalf of SRT.

COMPENSATION: The position will receive a competitive compensation package with an employer-matched retirement, health insurance program and generous paid time off.

HOW TO APPLY:

Submit cover letter with salary range, resumé and three references with “Director of Stewardship” in subject line by April 20, 2018 to [Marilyn@sequoiariverlands.org](mailto:marilyn@sequoiariverlands.org). Resumés not following these instructions may not be considered.

NO PHONE CALLS PLEASE, QUALIFIED APPLICANTS WILL BE CONTACTED.

**Sequoia Riverlands Trust is an equal opportunity employer.
We support a diverse workforce.**