

*Land Trust for Santa Barbara County*

*Job Announcement*

*March 2019*

**Land Steward**

**Estimated Start Date: May 1, 2019**

*Annual pay range: \$45,000 to \$60,000 commensurate upon experience*

The Land Trust for Santa Barbara County seeks a full-time Land Steward with effective skills in environmental site description and monitoring; restoration project management, including planning, budgeting, expense tracking and reporting; with significant experience in GIS mapping, research methodologies and analytical techniques; and with excellent ability to communicate using maps, verbally and in writing, in order to collaborate with Land Trust staff, board members, project partners, landowners, grantors, regulatory agencies, contractors, etc.

The Land Steward is supervised by the Conservation Director. While most job activities take place within the Organization's office located in the City of Santa Barbara, travel on highways, backroads, dirt tracks and trails through agricultural and natural areas can be expected to occupy a significant portion of the position's workload. This position supervises no paid staff, and is paid on an hourly basis. The holder of this position must possess a valid, insurable driver's license, and be able to occasionally work non-standard hours, including evenings and weekends.

**Prerequisite Qualifications:**

Applicants are expected to possess a Bachelor's or higher degree in a resource-related discipline, and/or training and experience in biology, environmental science, land use planning, agricultural studies, ranching, farming or forest land management. The position requires strong GIS skills, including analysis and presentation of various physical and social parameters, and experience with creation of clear, visually pleasing, compelling maps. The Land Steward must exhibit an energetic commitment to creative, collaborative teamwork, while showing an ability to efficiently work independently in the field, and in the office.

**Duties and Responsibilities:**

**Conservation Easement Stewardship Program**

In coordination with the Conservation Director, the Land Steward will be responsible for the Land Trust-owned property and conservation easement monitoring program, which currently involves 5 properties owned in fee and more than 40 conservation easements. Land Steward coordinates and/or performs monitoring visits, prepares monitoring reports, identifies possible easement violations, alerts senior staff to the need for easement amendments, and provides information on other matters of interest to the Land Trust's staff, board and/or committee members. The Land Steward ensures that each site is annually inspected, that a monitoring report is prepared, and that the results of the report are communicated to the property's owners. When appropriate, the Land Steward may advise landowners on natural resource management measures and available technical/financial assistance, and may also help to promote and coordinate the involvement of Land Trust board and advisory council members and volunteers in easement stewardship.

### **New Land Project Development**

The Land Steward will assist the Executive Director, Conservation Director, and Conservation Project Manager in identifying, researching, developing and presenting new land conservation opportunities and projects. He/she may be asked to: 1) conduct property research using landowner information, private consultants and public agency resources; 2) document property improvements and uses, as well as natural, agricultural, historic and scenic resource values; 3) research and inform landowners and project partners of conservation options, incentives, resources and how the Land Trust works; 4) assist with land purchases, conservation easements and resource restoration/enhancement projects; and 5) coordinate with advisors and vendors to procure mapping services, biological and other resource surveys, construction contracts, etc.

### **Land Management, Restoration and Public Access Programs**

The Land Steward works closely with Conservation Director to oversee projects involving management, and restoration of land and conservation resources. He/she will help plan, develop and monitor appropriate public access opportunities and track public use; help research and prepare grant proposals, work plans, timelines, contracts and partnership agreements; oversee and document grant funded restoration/enhancement projects, including managing grant budgets, preparing invoices and spreadsheets, and submitting progress reports to grantors; and coordinate and communicate with advisory committees and neighbors of Land Trust properties and Preserves.

### **Volunteer Involvement & Community Outreach**

Land Steward will create and manage opportunities for Land Trust members, partner organizations and other volunteers to participate in developing and carrying out conservation projects where appropriate. He/she will be expected to help occasionally at fundraising events to publicize the Land Trust and its projects, and to draft newsletter articles and news releases.

### **The Land Trust for Santa Barbara County**

*The Land Trust for Santa Barbara County, a non-profit organization accredited by the national Land Trust Alliance, was founded in 1985. Since that time, the LTSBC has conserved more than 27,000 acres of the region's natural openspace, agricultural lands and watercourses. LTSBC actively works with a wide variety of local landowners, as well as with a number of local, state and federal agencies, to conserve and protect features of the area's non-urban landscape that define and inform the region's core values, economy and character.*

*The Land Trust for Santa Barbara is an Equal Opportunity Employer. We offer a competitive salary and comprehensive benefits including paid vacation, holidays, and an "employer defined benefit" health and dental insurance plan for full time employees, as well as a Simple IRA program involving employer matching contributions.*

**To learn more about LTSBC, please visit our website at**

**[www.sblandtrust.org](http://www.sblandtrust.org)**

## **Recruitment Process and Timeline:**

**Application deadline: March 25, 2019**

**Application filing date – Monday, March 25, 2019, at 8:00 AM.**

Interested applicants should submit application materials via email to: [info@sblandtrust.org](mailto:info@sblandtrust.org). Required application materials include: (1) a cover letter, (2) resume, (3) sample of GIS output (map) with brief description of your role in creating it, and (4) a writing sample with a brief description of your role in the document.

**Written Questionnaire--Wednesday March 27 to March 29, 2019**

Applicants who pass initial review will be contacted on March 27 and asked to complete a written questionnaire, which must be returned to the Land Trust via email by March 29<sup>th</sup>.

**Interviews: Tuesday April 9 through Thursday April 11 (times TBD)**

Applicants who pass questionnaire review will be invited to interview at our offices in Santa Barbara, California or via telephone or video conference.

**Second Interviews, if needed: Tuesday April 16<sup>th</sup> through Thursday April 18<sup>th</sup> (times TBD)**