



TAR RIVER LAND CONSERVANCY

JOB ANNOUNCEMENT

Position Title: Land Stewardship Specialist
Starting Salary: \$46,000 to \$55,000
Job Classification: Full-time and permanent
Location: 121 N. Main Street, Louisburg, NC 27549
Date Posted: November 6, 2024

About Tar River Land Conservancy

Tar River Land Conservancy (TRLC) is a nationally accredited land trust headquartered in Louisburg, North Carolina. Since 2000, TRLC has protected 23,900 acres of land across an eight-county region of North Carolina by acquiring conservation easements and properties in fee simple. TRLC acquires land and conservation easements to protect water quality and stream buffers, working farms and forest, wildlife habitat and natural areas, and recreational open spaces. TRLC maintains public hiking trails on four nature preserves and plans to open new preserves in the future. TRLC hosts periodic events, including service projects, nature hikes, and paddle trips. TRLC enlists community volunteers to help implement stewardship projects and monitor conservation properties. To learn more, please visit www.tarriver.org.

Position Summary

The Land Stewardship Specialist oversees the monitoring of conservation easements and monitoring and management of TRLC-owned properties. Other ongoing duties of the position include preparing Baseline Documentation Reports, designing and overseeing stewardship projects, evaluating properties targeted for protection, helping resolve conservation easement violations, conducting GIS analysis, assisting with landowner outreach, maintaining easement and property records, and leading hikes on protected properties. The Land Stewardship Specialist collaborates with other staff members to prepare land management plans for TRLC-owned properties. The Land Stewardship Specialist is supervised by the Executive Director, but works closely with other staff members, interns, government agency partners, volunteers, members of the TRLC Board and its committees, and contractors to complete core duties and projects. The Land Stewardship Specialist is based at TRLC's office in Louisburg, but travels across TRLC's eight-county region using company vehicles. The individual will spend approximately ten to twelve days per month in the field, often working alone in rugged conditions. (NOTE: TRLC expects to hire two Land Stewardship Specialists through this announcement, with each Specialist being responsible for conservation properties across a four-county area.)

Primary Duties

- Manage and oversee the monitoring of conservation easements held by TRLC. Tasks include communicating with landowners, scheduling and conducting field visits and meetings, marking easement boundaries, preparing reports, and organizing property records.
- Coordinate and oversee the monitoring of State of North Carolina-held conservation easements that are monitored by TRLC under contract.
- Identify and document violations of conservation easements and work with the TRLC leadership team and landowners to resolve violations.

- Oversee the monitoring of properties owned in fee simple by TRLC. Tasks include scheduling and conducting field visits, preparing monitoring reports, maintaining stewardship records, and communicating with neighbors and lessees as necessary.
- Work closely with TRLC staff and committee members to set land management goals and objectives and prepare management plans for TRLC-owned properties.
- Design and oversee land management projects on TRLC-owned properties, such as boundary marking, maintaining fencing and gates, restoration plantings, site cleanups, and hiking trails.
- Administer hunting and agricultural leases on TRLC-owned properties.
- Maintain and archive land stewardship records in accordance with TRLC policies and national land trust accreditation standards.

Other Duties

- Prepare Baseline Documentation Reports for newly protected properties.
- Write grant proposals to fund stewardship projects and administer awarded grants.
- Coordinate access to TRLC's properties for monitoring of natural resources by governmental agencies, researchers, students, and citizen-scientists.
- Coordinate access to TRLC's properties for biologists to monitor and enhance populations of rare, threatened, and endangered species.
- Supervise volunteers who assist with land stewardship projects.
- Participate in hikes, presentations, and fundraisers held for supporters, project partners, government officials, and the community at-large. Such events are occasionally held on weekday evenings and weekends.
- Collect field data on properties evaluated for protection. Conduct basic GIS analyses and prepare maps, spreadsheets, and draft reports to summarize such properties.
- Oversee maintenance and upkeep of buildings located on TRLC-owned properties.

Required Qualifications, Skills, and Expectations

- Commitment to the mission of the TRLC to protect private lands and significant natural resources using conservation easements, fee simple acquisitions, and other tools.
- Bachelor's degree or higher in natural resources management, forestry, conservation biology, wildlife management or a related discipline.
- Three or more years of professional experience working for a land trust, other nonprofit conservation organization, governmental agency, environmental restoration or consulting firm, or similar employer.
- Proficiency using ESRI ArcGIS software and MS Word, Excel, and PowerPoint.
- Familiarity with the plants and wildlife of the Piedmont of North Carolina.
- Ability to work independently outdoors year-round using compass, maps, GPS equipment and to carrying field equipment, often in rugged field conditions.
- Ability to function productively both independently and as a member of a project team.
- Ability to work efficiently to meet deadlines.
- Ability to establish rapport and common ground with individuals from a wide range of backgrounds, ages, and life experiences.
- Enthusiasm and aptitude for learning on the job.
- Exceptional writing and record keeping skills.
- Possess a valid driver's license with a safe driving record.

Desired Qualifications, Skills, and Expectations

- Familiarity with the Land Trust Alliance's Standards and Practices and the Land Trust Accreditation Commission requirements for land protection and stewardship.
- Experience driving a 4-wheel drive vehicle off of paved roads.
- Experience interpreting aerial photos.
- Experience preparing grant applications.
- Experience organizing and supervising volunteers.
- Experience overseeing work completed by contractors.
- Experience overcoming adversity to complete projects.

Pay & Benefits

The Land Stewardship Specialist is a full-time salaried position based on a 40-hour work week. Benefits associated with this position include health, disability, and life insurance coverage, retirement plan, paid holidays, vacation time, and sick leave.

To Apply

This position is open until filled. Application review will begin on December 16, 2024. Send a cover letter, resume, transcripts, and list of three professional references by email to Amy Edge, Associate Director/General Counsel, at aedge@tarriver.org. Please include "TRLC Land Stewardship Specialist" in the subject line. All qualified candidates are encouraged to apply for this position.