



Position Announcement

Seeking Stewardship Specialist

Organizational Information: Landmark Conservancy is a private, non-profit conservation organization dedicated to the permanent protection, stewardship, and respectful use of land that defines the character of northwestern Wisconsin and its quality of life. Founded in 2018 as a result of the merger of West Wisconsin Land Trust and Bayfield Regional Conservancy, Landmark acquires and stewards land and conservation easements that encompass some of the region's favorite natural, scenic, and recreational assets. Landmark has protected over 38,000 acres in the region. Landmark currently owns and manages over 2,000 acres, with over 25,000 acres protected under conservation easements. Landmark is an accredited organization by the Land Trust Accreditation Commission, indicating that Landmark has demonstrated sound finances, ethical conduct, responsible governance, and lasting stewardship of the organization's conserved lands.

Position Summary: Landmark Conservancy seeks a compassionate, skilled, dynamic individual to join our team as a Stewardship Specialist. The Stewardship Specialist assists Landmark's conservation team in stewarding Landmark's conservation properties and initiatives. Working independently and collaboratively with staff and partners, the Stewardship Specialist assists in managing Landmark's fee-owned lands and annually monitors conservation easement properties. This position trains and coordinates volunteers who assist in the monitoring of Landmark's conservation easement properties. This position meets frequently with private conservation easement landowners and public partners to ensure compliance and enhance conservation values and public opportunities. Duties are performed in both the field and in an office setting. Extensive travel is required to various locations in the region. A work vehicle will be available for use, but staff occasionally may need to use personal vehicle. Mileage reimbursement will be provided for personal vehicle use.

Duties and Responsibilities:

- Conduct annual visits to conservation easement properties to ensure compliance with conservation easement terms.
- Recruit, train and manage volunteer monitors.
- Create and update monitoring materials.
- Work with Stewardship Manager to respond to conservation easement-related questions, notices, and approval requests.
- Plan and execute land management tasks including boundary posting, trail building and maintenance, preserve monitoring, habitat assessments, exotic and invasive species control, planting projects, etc.
- Work with conservation team to enhance conservation values and recreational opportunities on fee-owned lands, as well as implement land management plans.
- Engage volunteers, partners, and supporters in implementing stewardship activities as opportunities arise.
- Assist with project record keeping using the Landscape Database program.
- Other duties as assigned.

Requirements:

- Bachelor's degree in natural resources, biology, conservation, outdoor education, environmental education, or related field.
- Two years of experience in a related land conservation field.
- General understanding of land use principles and land conservation issues.
- Experience with land management techniques and practices.
- Working knowledge of native and invasive plant identification, ArcGIS, and other mapping tools.
- Ability to learn computer applications quickly or familiarity with programs such as Microsoft Word, Excel, PowerPoint, etc.
- Experience working as a team member and independently as well as supervising volunteers.
- Ability to walk over uneven terrain over long distances in inclement weather.
- Valid WI driver's license and reliable personal transportation.
- Willingness to occasionally work early mornings, evenings, and weekends.

Desired Attributes:

- Strong interpersonal communication skills, written and verbal.
- Strong organizing skills - planning, filing, note taking.
- Ability to effectively facilitate virtual and in-person meetings.
- Values building and maintaining authentic relationships with community members and conservation partners.
- Familiarity with the land trust model and *Land Trust Standards and Practices*.
- Familiarity with the region's flora, fauna, ecosystems, geography, and conservation partners.

Office Location: Landmark currently has office locations in Menomonie and Bayfield. This position will work out of the Menomonie office. Menomonie is located 1 hour east of Minneapolis, MN and 30 minutes west of Eau Claire, WI.

Status and Compensation: This is a full-time permanent position with a starting salary range of \$35,000 to \$41,600 including benefits. Final compensation will be determined based on skill and experience. Landmark Conservancy offers flexible work policies and a collaborative work environment. We also provide professional development opportunities. As a result, you will find a culture that supports and inspires conservation achievement and personal development, both within the workplace and beyond.

How to Apply: Submit cover letter, resume, and three references via email to andrew@landmarkwi.org. Application review will begin October 15th, 2021, and position will remain open until filled. Contact Andrew Norman, Stewardship Manager with questions at andrew@landmarkwi.org or 715-235-8850.

Landmark Conservancy is an equal opportunity employer.