

## Utah Open Lands job opportunity Stewardship Director



Utah Open Lands (UOL) is one of the nation's most dynamic and successful local land trusts, and since its founding in 1990 has protected more than 56,000 acres of open space throughout the State of Utah. Utah Open Lands, a pre-eminent local land trust located in Salt Lake City, is an equal opportunity employer. UOL offers competitive salaries and benefits.

### **Stewardship Director**

The Stewardship Director will coordinate and conduct the documentation and long-term monitoring of resources on properties under conservation easement or owned by Utah Open Lands. The Stewardship Director reports to the Executive Director. The position supervises volunteers. The position is full-time, may require occasional evening and weekend hours, and requires work in the UOL's office. Salary \$27,000-\$30,000 + benefits (dependent upon experience).

### **Responsibilities include but are not limited to:**

- Conservation Easement Monitoring
- Develop and implement a plan for regular monitoring of all conservation easements or properties held by the organization.
- Document easement violations. Work with the Director and Board of Directors to reach a resolution.
- Keep the property owner, new owner and local realtors (if property for sale) familiar with the terms of the easement.
- Review and respond to local and state government actions that may affect property in which UOL has an interest.
- Prepare management plans for all appropriate stewardship projects.
- Define stewardship needs for land projects including: basic maintenance, necessary restoration work, and site improvements for public use.
- Supervise stewardship volunteers, including interns. Coordinate the work of contractors that are approved for stewardship work.

### **Baseline Documentation**

- Catalog and document conservation values using maps, photographs, notes, and computerized methods.
- Share easement information with property owner.

### **Education**

- Prepare stewardship information and articles to promote general organizational and specific stewardship project activities, as needed.
- Attend seminars related to stewardship
- Participate in speaking engagements designed to raise public awareness of UOL's activities and mission.

**Fundraising**

- Assist in the preparation of proposals to foundations and individual donors for financial support of stewardship program, endowments, etc.
- Assist in planning and coordination of fundraising activities, annual meetings, etc.
- Update and maintain the stewardship relevant web-site information.

**Other**

- Assist Executive Director in reviewing potential easement properties and working with easement donors.
- Research management options for landowners.
- Research and develop computer databases for easement monitoring.

**Qualifications**

- Bachelor's Degree in Natural Sciences, Biology, Environmental Science or similar.
- Minimum of 2 years of experience in ecological, biology related or related field. Experience working for a land trust preferred.
- Demonstrated experience in writing and securing grants to perform land management activities. Federal grant application experience preferred.
- Working knowledge of techniques to preserve, restore, and maintain forests, uplands, wetlands, shoreline areas, wildlife habitat and habitat for threatened or endangered species.
- Ability to work independently and make judgments on the management of natural areas.
- Volunteer management or similar experience.
- Ability to develop baseline documentation packages for preserves and conservation easements, including species inventories and a summary of the condition of the land.
- Valid driver's license.
- Physical ability to work outdoors in all weather conditions.
- Working knowledge of GPS units and GIS programs such as ArcView.
- Excellent written and verbal communication skills.
- A team player with an understanding of and interest in cultivating donors and volunteers.
- Willingness to travel statewide.

To apply:

Please direct applications, including resume, letter of interest, and references to:

Wendy Fisher, Executive Director . Utah Open Lands . 2188 S. Highland Dr., 203 . Salt Lake City, UT 84106 . 801-463-6156

[Wendy@UtahOpenLands.org](mailto:Wendy@UtahOpenLands.org)

Electronic submission is encouraged. Visit [www.UtahOpenLands.org](http://www.UtahOpenLands.org) to learn more about the organization