

Land Steward

The Land Steward is a full time employee who works under the supervision of the Stewardship Director to coordinate the monitoring and management of conserved properties, implement stewardship systems and procedures, and investigate easement stewardship problems in conformance with UVLT policies and procedures. The Land Steward also recruits and trains stewardship volunteers.

Duties, Responsibilities, and Skills

MONITORING CONSERVED LAND

- Conduct the annual monitoring of all UVLT easement interests and fee-owned properties (more than 500 and growing), including field visits, trail and campsite maintenance; prepare monitoring reports, and verbal and written communication with landowners; track necessary follow-up and recommendations.
- Recruit, train and assign volunteer Land Stewards and interns to assist in annual property monitoring and related activities.
- Develop and maintain monitoring field folders, other project related materials, and procedures as needed for effective and efficient monitoring.

OTHER EASEMENT STEWARDSHIP TASKS

- Assist the Stewardship Director in the review of landowner requests regarding reserved rights, amendments or clarification of easement issues.
- Assist in outreach to new owners of previously-conserved lands.
- Assist the Stewardship Director in the investigation of potential conservation easement violations, evaluation of remedies and status of compliance.
- Assist in the management of the monitoring database; assist in the maintenance of final project files for completed projects.

COMMUNITY RELATIONS AND PROGRAM SUPPORT

- Represent UVLT at meetings and events; maintain working relationships with other conservation professionals and environmental and recreational organizations.
- Support UVLT trustees and staff, prepare program reports and timelines, participate in strategic discussion and evaluation of programs and policy.

DESIRED SKILLS AND PROFICIENCIES

- Comfort, desire, and experience working in the out-of-doors in variable weather conditions.
- Strong interpersonal skills with an ability to use sound judgment.
- Demonstrated conflict resolution/mediation skills.
- Working knowledge of Microsoft Office products, including MS Access.
- Experience and comfort utilizing GPS and basic mapping programs.
- Experience with ArcGIS systems and applications.

GENERAL

All UVLT employees are expected to comply with organizational policies and procedures, observe office protocols and participate in staff meetings, retreats and other internal functions as may be assigned. Guidelines for employee conduct are further described in the employee handbook.

A job description is a guideline and does not limit the duties that may be assigned by the President or supervisor. The President may revise a job description at any time. UVLT staff positions are non contractual and all employees are considered to be employed "at will."