Land Protection Manager
Job Opening

Department  Land Protection
Reports to  Director of Land Protection
Date  September 7, 2022
Status  Full time, overtime exempt

Job Summary:
The Land Trust of Santa Cruz County, a well-respected and successful conservation organization, is seeking Land Protection Manager to fill the multi-faceted role of completing land protection projects, conducting landowner outreach, and supporting projects with digital mapping. This position balances the organization’s need for developing a pipeline of new land protection projects with managing the due diligence of current projects. In collaboration with the Director of Land Protection, the Manager identifies potential acquisitions and finance strategies to fulfill the Land Trust’s conservation goals.

The Land Protection Manager interfaces with staff, volunteers, Board members, and contractors on acquisition projects. The Land Protection Manager assists Land Trust staff with other tasks as assigned by the Director of Land Protection.

This job is a full time, permanent exempt position with excellent benefits and a great work environment. Work hours total 40 hours per week, occasionally including some evening or weekends outside of the traditional office schedule. The work location is flexible between the Land Trust office and the field, with some remote work a possibility. The annual starting salary for this position is $77,000 - $85,000.

Acquisition Planning and Implementation ~50%
- Collaborate with Director of Land Protection to define land protection priorities and strategies
- Manage details of acquisition projects, both for fee title acquisitions and easement acquisitions, as assigned by the Director of Land Protection
- Assist Grants Manager and Director of Land Protection with grant opportunity identification and proposal preparation
- Lead due diligence for acquisition projects, including management of vendors such as appraisers, contractors, surveyors, and attorneys
- Manage acquisition grant awards, reporting, invoicing, and close out
- Prepare project summaries for Leadership Team, Lands Committee and Board review
• Prepare Baseline Condition Reports for easement and fee acquisitions
• Maintain acquisition records to Land Trust Alliance accreditation standards and assist with reaccreditation process
• Update and maintain property insurance

Landowner Outreach ~25%
• Research target agricultural landowners and develop outreach strategies
• Conduct regular outreach to priority landowners in the region
• Conduct regular outreach to brokers and sales agents for acquisition opportunities
• Represent the Land Trust at events, meetings, and other venues which offer opportunities to interact with landowners in priority landscapes

Land Protection Support ~25%
• Research parcel ownership, zoning, and other relevant property data
• Prepare property maps to illustrate and support land protection projects using GIS software
• Annually monitor a portfolio of conservation and agricultural easements for compliance
• Identify and document easement violations
• Coordinate resolution of easement violations with staff, attorneys, and landowners
• Assist with resolving encroachments and other legal disputes on Land Trust holdings

Job Knowledge, Skills, Ability & Experience:
• Bachelor’s degree or equivalent experience in the land management or related field
• An understanding of the conservation of natural, agricultural, cultural, and open space resources, and the role of land trusts in that effort
• Four years of experience in land protection, conservation, or similar field
• Familiarity of land protection tools
• Proficient at interpreting easements, deeds, and similar legal documents
• Ability to manage contractors and volunteers with effective results
• Ability to interact effectively with many personalities and work through conflict
• Demonstrated strong negotiating skills
• Ability to maintain clear and accurate records
• Self-directed with the ability to manage time efficiently
• Proficient with software including Microsoft Office
• Proficient with Geographic Information System (GIS)
• Proficient with GPS tools, camera, compass and reading maps
• Capable of walking in varied terrain including steep, muddy, heavily vegetated, and sandy conditions
• Class C Driver’s License

Application instructions:
• Submit a cover letter and resume to: Barry.Baker@landtrustsantacruz.org
• The position is open until filled.