

Center for Natural Lands Management



Position Description

Land Steward

Reports to: Regional Preserve Manager – Northern California
Location: Greater Davis/Sacramento Area, California
Position: Seasonal / Temporary Part-time (0.80 FTE - an overall average of 32 hours per week, approximately 8-40 hours weekly depending on season and time-sensitive projects); Non-exempt (hourly)
Compensation: \$18.00 - \$24.00 / hour; eligible for benefits except that of the retirement plan
Period: June 2021 through September 2022 (estimate); approximately 16 months
Application Deadline: Open until filled, but for fullest consideration please apply no later than July 23, 2021.

Position Summary and General Duties

The Land Steward will provide support for various field and office-based tasks for CNLM preserves in northern California. The successful candidate will work directly with the Regional Preserve Manager and other northern California Preserve Managers, thereby not only providing service to the organization but also gaining skills and insight into the professional protocols and field practices for on-the-ground stewardship for high-value conservation lands. The preserves include diverse habitats such as vernal pools, annual grassland, riparian, seasonal wetlands, marsh, and oak woodland and support many listed species such as the federal and state-listed endangered palmate-bracted bird's-beak (*Chloropyron palmatum*), riparian brush rabbit (*Sylvilagus bachmani riparius*), California tiger salamander (*Ambystoma californiense*), vernal pool fairy shrimp (*Branchinecta lynchi*), giant gartersnake (*Thamnophis gigas*), and the state and federal species of concern, burrowing owl (*Athene cunicularia*). Responsibilities could range from assisting with biological monitoring or conservation easement monitoring, weed control, data management and analysis, and report preparation.

About CNLM

Founded in 1990, the Center for Natural Lands Management has promoted and practiced three principles: first, protecting and managing conservation properties through perpetual legal instruments; second, focusing on conservation lands that support and provide refuge for rare, endangered, and vulnerable species; and third, selecting and investing in excellent staff. To manage its over 90 preserves (primarily in California, but with several in the states of Washington and Oregon), CNLM hires talented and committed staff who perform all aspects of preserve planning, budgeting, monitoring, management, reporting, and defense. Given the dispersed nature of its preserves throughout California, and in Washington and Oregon, almost all CNLM staff work from

home offices—accessing and posting information in a cloud-based system and maintaining core culture through virtual and in-person (when possible) meetings. CNLM currently maintains a small administrative office in Temecula, California.

The preserves vary in size from three to thousands of acres and are managed under direct ownership, conservation easements, or management contracts. For purposes of organizational structure and oversight, CNLM's California preserves are organized into (currently four) regions: Northern California, Central California, Orange/Riverside Counties, and San Diego County. Every CNLM preserve within this portfolio is managed by a CNLM Preserve Manager who conducts all planning, budgeting, stewardship and reporting activities. There is a Regional Preserve Manager assigned to each of the four regions: these managers provide decision support to the Preserve Managers in their region but also maintain a portfolio of preserves that they manage.

In addition to its fee title properties, CNLM monitors and defends conservation easements it has been granted over many properties and works collaboratively with natural resource regulatory agencies to protect and maintain conservation values.

CNLM offers competitive salary, paid vacation and sick time, and other financial benefits. Most importantly, we offer the opportunity to work with a team of talented and committed conservation professionals and to achieve a legacy of substantial conservation impact.

Essential Duties and Responsibilities

The Land Steward will work closely with the Regional Preserve Manager (and other northern California Preserve Managers), in conducting conservation work that is largely field-based, but also includes some complementary office work. The Land Steward should have the ability to travel to the work sites independently and work in an outdoor environment with a variety of habitat types and terrain in various weather conditions. The Land Steward should have a strong background in some discipline in the natural sciences and a passion for natural resource conservation. We seek an individual who is a quick study and will be committed to helping us serve our conservation mission. CNLM will pay the costs of all necessary supplies and materials. Travel to Preserves will be compensated with the IRS-accepted mileage rate.

RESPONSIBILITIES:

- Assist Regional Preserve Manager and Preserve Managers with field surveys. These surveys may include branchiopod surveys, rare plant surveys, qualitative assessments, hydrology monitoring, residual dry matter surveys, conservation easement compliance monitoring, photo-documentation, and clearing beaver dam debris from water control structures
- Conduct conservation easement compliance monitoring
- Be able to work independently at Preserves carrying out field surveys
- Conduct other maintenance activities associated with Preserve management such as maintaining signs, weed-whacking, and removing trash and debris
- Enter and summarize data, with the possibility of analyzing data
- Preparing reports
- Fulfill other duties as assigned

REQUIREMENTS:

- A bachelor's degree (or in progress) in Botany, Biology, Environmental Studies, or a related field
- Strong interest in natural resource conservation, especially small populations and threatened and endangered species
- Responsible and reliable work ethic
- Some knowledge of California native plant species identification is preferred
- Some direct experience in monitoring, management, or research of natural resources is preferred
- Excellent communication skills
- Ability to understand and work towards given objectives with minimal oversight; having the maturity and discretion to seek advice and guidance when needed and appropriate
- Some experience preferred in vegetation monitoring methods, including point-intercept is preferred
- Current driver's license with a good driving record. Ability to independently travel to the Preserve locations and navigate on site using a GPS
- Ability to hike through a variety of habitat types and terrain, walking over uneven ground, climbing over obstacles, and accessing remote locations
- Ability to occasionally lift, position, or otherwise move objects weighing up to 50 pounds. Ability to manipulate with hand tools vegetation in awkward positions.
- Ability to be comfortable working in and around water which may be over 4 feet deep
- Some experience with analysis of biological data preferred
- Experience with ESRI ArcGIS preferred
- Cordial and calm demeanor when interacting with co-workers, partners, and the public
- Working knowledge of GIS and GPS technologies and associated software and a working knowledge of Windows XP operating system and PC applications such as Microsoft Office Suite preferred; familiarity with statistical analyses and associated software is desirable
- Access to the internet
- Ability to conduct work from a home (or other) office preferred

TO APPLY: Qualified applicants must provide the following:

- Detailed letter of interest
- Current resumé or curriculum vitae
- One example of professional writing (such as publications, professional reports, or management plans)
- Three professional references (names, affiliations, and contact information only).

All applications will be acknowledged. We encourage all interested individuals to apply as soon as possible.

Email these materials to:

careers-steward@cnlm.org

If email is not possible, the application can be mailed to:
Center for Natural Lands Management
Attention: Human Resources
27258 Via Industria, Suite B
Temecula, CA 92590

CNLM is an Equal Opportunity employer. Personnel are chosen on the basis of ability without regard to race, color, religion, sex, national origin, disability, marital status or sexual orientation, in accordance with federal and state law.

The above statements are intended to describe the general nature of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities. CNLM management reserves the right to amend and change responsibilities to meet business and organizational needs as necessary.

This position description does not constitute an employment agreement between the CNLM and the employee and is subject to change by CNLM as the needs of the CNLM and requirements of the job change.