



BEAR YUBA LAND TRUST
Job Announcement
September 2020

STEWARDSHIP MANAGER

Located in the Central Sierra Nevada foothills where the Yuba and Bear Rivers define the land stretching from the rugged mountains in the east to the rolling oak woodlands in the west, Bear Yuba Land Trust (BYLT) has been a cornerstone organization in Nevada and Yuba Counties since 1990. To date, BYLT has conserved over 17,500 acres of the region's natural open space, agricultural lands, forests, public trails, and watercourses. BYLT actively works with a wide variety of local landowners, as well as local, state and federal agencies, to conserve important lands and build public trail systems, which define and inform the region's core values, economy and character. BYLT is a 501(c)(3) nonprofit organization accredited by the national Land Trust Alliance.

The BYLT seeks a full-time Stewardship Manager with experience in real estate and related conservation transactions and land management whose core responsibilities will include researching properties for protection, cultivating relationships with landowners and conservation partners, negotiating land conservation transactions, managing the logistics of multi-party real estate transactions and participating in project fundraising. Excellent communication skills will be essential to writing, presenting, and implementing conservation grants and strategic planning documents, and preparing other legal, real estate, financial and descriptive materials. This position is also responsible for the management of BYLT's fee title properties which currently encompass 3,700 acres across 9 nature preserves including one working cattle ranch and one organic farm. The position requires effective skills in restoration project management, including planning, budgeting, expense tracking, and reporting; research methodologies, and analytical techniques.

The Stewardship Manager reports directly to the Co-Executive Director, Conservation and Stewardship. While most job activities take place within the organization's Grass Valley, CA office, travel throughout the service area including on backroads, dirt tracks and trails through agricultural, forested, and natural areas can be expected to occupy a significant portion of the position's workload. BYLT has a work truck available for staff use.

This is a full-time, salary position that supervises two paid staff, the Conservation Easement Steward and the Conservation Coordinator and will be expected to interface with contractors, landowners, and volunteers. Skills desired include professionalism and good communication and management skills. The holder of this position must possess a valid, insurable driver's license and be able to occasionally work non-standard hours, including evenings and weekends.

Prerequisite Qualifications

Applicants are expected to possess a Bachelor's or higher degree in a resource-related discipline, and/or training and experience in real estate, grant writing and management, biology, environmental science, land use planning, agricultural studies, ranching, farming, or forest management. The Stewardship Manager must exhibit an energetic commitment to creative, collaborative teamwork while showing an ability to efficiently work independently in the field, and in the office. Wage DOE.

Duties and Responsibilities:

Land Acquisition Project Development

The Stewardship Manager will assist the Co-Executive Director and Project Selection Committee in identifying, researching, developing and presenting new land conservation opportunities and projects. He/she may be asked to 1) conduct property research using landowner information, private consultants, and public agency resources; 2) document property improvements and uses, as well as natural, agricultural, historic and scenic resource values; 3) research and inform landowners and project partners of conservation options, incentives, resources and how the BYLT works; 4) assist with land purchases, conservation easements and resource restoration/enhancement projects; and 5) coordinate with advisors and vendors to procure mapping services, biological and other resource surveys, construction contracts, etc. Experience with GIS is desired but not a requirement for this position.

Conservation Easement Stewardship Program

The Stewardship Manager will be responsible for managing the Conservation Easement Steward in charge of the conservation easement monitoring program, which currently involves 38 conservation easements covering over 11,000 acres. Stewardship Manager reviews monitoring reports and possible easement violations, alerts senior staff to the need for easement amendments and provides information on other matters of interest to BYLT's staff, board and/or committee members.

Land Management, Restoration, and Public Access Programs

The Stewardship Manager oversees projects involving management, enhancement and restoration of land and conservation resources. He/she will help plan, develop and monitor appropriate public access opportunities and track public use; help research and prepare grant proposals, work plans, timelines, contracts, and partnership agreements; oversee and document grant-funded restoration and enhancement projects, including managing grant budgets, preparing invoices and spreadsheets, and submitting progress reports to grantors; and coordinate and communicate with advisory committees and neighbors of BYLT properties and Preserves. This position will also manage the Conservation Coordinator in charge of the Pollinator Program.

Volunteer Involvement & Community Outreach

Stewardship Manager will create and manage opportunities for BYLT members, partner organizations, and other volunteers to participate in developing and carrying out conservation projects where appropriate, including tours of conservation easements and preserves. He/she will be expected to occasionally support fundraising and outreach events intended to promote land stewardship, public access, and BYLT projects.

BYLT is an Equal Opportunity Employer. We offer a competitive salary and comprehensive benefits including paid vacation, holidays, and benefits including group health insurance, 403b retirement plan, flex-work options, and technology reimbursement. To learn more about BYLT, please visit our website at www.BYLT.org.

Interested applicants should submit a cover letter, resume, and three professional references via email to info@bylt.org.

Application reviews will begin on October 20, 2020.