



# Northwest Connecticut Land Conservancy

PROTECTING LAND AND WATER FOR PEOPLE, FOR WILDLIFE, FOREVER.

## **PUBLIC LANDS MANAGER**

### **About Northwest Connecticut Land Conservancy**

Northwest Connecticut Land Conservancy (NCLC) is a nonprofit, regional conservation organization working with the communities of Litchfield and northern Fairfield Counties to safeguard natural and working lands, public recreation areas, and drinking water resources forever. Founded in 1965, NCLC is the largest land trust in Connecticut, protecting 13,000 acres (and growing) of vast, connected natural areas. NCLC's conserved lands include 21 public hiking preserves, 41 working farms, and over 3,000 acres of habitat for rare and endangered species.

NCLC believes in connecting people to nature through public access to wildlands and free educational programming for all ages. NCLC is also a dedicated conservation partner and service provider, assisting the work of local land trusts and regional partners through funding and technical assistance for acquisitions and stewardship, as well as providing shared staff. To strengthen the region's capacity to conserve high-quality conservation lands and ensure the permanence of those conserved lands for the future, NCLC merged with Brookfield Open Space Legacy in 2019 and Naromi Land Trust in 2020.

In recognition of its exceptional work, NCLC is a nationally accredited land trust, and has received the state's highest land trust award for land preservation from the Connecticut Land Conservation Council, an EPA Environmental Merit Award for its outstanding commitment to protecting the natural environment, and a Working Lands Alliance Pathfinder Award for its significant contributions to educating the public about the importance of farmland preservation.

### **Position Description:**

The Public Lands Manager is a strategic leader on NCLC's stewardship team, responsible for overseeing the management of NCLC's fee-owned preserves, including its 21 public nature preserves. The Public Lands Manager's responsibilities include overseeing stewardship projects in a variety of conditions and habitats; trail maintenance and construction; managing regular property maintenance schedules, including mowing schedules, and annual rare and invasive plant management; hiring and overseeing contractors to achieve NCLC's conservation objectives; providing stewardship support on NCLC's agricultural lands; and managing NCLC's hunting program. The Public Lands Manager will also oversee the summer intern and volunteer programs as they relate to NCLC's public preserves and other fee-owned lands.

## **Duties and Responsibilities**

### *Stewardship*

- Oversee the stewardship and management of NCLC's 21 public nature preserves, including trail maintenance.
- Identify, develop, and plan new conservation projects. Lead all aspects of project work.
- Oversee stewardship and restoration projects in field, forest, and wetland habitats at all fee-owned preserves.
- Work within a budget to complete projects, negotiate and contract with vendors and contractors, and assist with budget development.
- Oversee hunting, summer intern, and volunteer programs.
- Take a lead role in identifying funding opportunities and drafting grant proposals for financial support of stewardship projects. Implement, track, and report on awarded funding.
- Provide stewardship support on NCLC's agricultural lands.
- Complete and update fee management plans.
- Ensure program compliance with internal policies and external requirements, including Land Trust Alliance Standards and Practices.

### *Outreach and Partnerships*

- Present and represent NCLC at public events, partner meetings, and trainings.
- Work in partnership with colleagues, partner organizations, members, and the community at large to build a welcoming, successful, and respected community institution.
- Support the organization's philanthropic efforts by participating in member events, visits, communications, and gift solicitations.
- Support the promotion and communication of land preservation projects by assisting with the creation of press releases, outreach, and development materials.

### *Organizational Sustainability*

- Make recommendations for policy and procedure improvements.
- NCLC's staff operates as a close-knit team and the Land Management Specialist will be expected to perform other duties as needed or assigned.
- Maintain familiarity with the organization's governing documents (mission, bylaws, strategic plan, policies, etc.).
- Keep current on all aspects of Land Trust Standards and Practices as they apply to job function.

- Travel (primarily within Connecticut) as well as some evening and weekend hours is required.

**Reports to:**

Executive Director

**Salary and Benefits:**

NCLC is a collaborative and supportive work environment that encourages and inspires professional growth. NCLC offers a competitive salary and comprehensive benefits package. The annual salary range for this position is \$50,000 - \$65,000 depending on experience. NCLC offers full-time employees paid vacation, holidays, personal, and sick leave. NCLC pays 95% of health, life, vision, and dental insurance for full-time employees and contributes to a retirement plan.

This is an equal opportunity, full-time, non-exempt position located in Kent, CT.

**Qualifications***Preferred Qualifications*

- Masters' degree or higher-level degree in related field (law, natural resource management, science, education etc.)
- Experience working with public agencies in land protection transactions.
- Knowledge of current trends and practices in conservation, land management, and natural resource preservation.

*Minimum Qualifications*

- Solid familiarity with principles of land management conservation practice and conservation science with hands-on experience.
- Ability to explain conservation practices to technical and non-technical audiences.
- Exceptional writing and in-person presentation ability.
- BA/BS and 5 years experience in natural resource management and public preserve management, or equivalent combination of education and experience.
- Experience in managing multiple, complex projects.
- Experience communicating with the public and/or media both in writing and verbally.
- Experience using applications such as Microsoft Word, Excel, and GIS.
- Supervisory experience.
- Valid Drivers' License.