



CONSERVATION EASEMENT STEWARD

Team: Resource Protection

Reports to: Easement Stewardship Manager

Status: Full-time / 37.5 hours per week

Salary: \$45,000

Position Summary

A Conservation Easement Steward on our Resource Protection Team is passionate about leveraging their combination of communication skills and conservation expertise to support our ongoing stewardship of over 275 properties covering more than 10,000 acres that are protected by conservation easements or owned by the organization. The primary responsibility of the Conservation Easement Steward is to carry out the annual monitoring process of these holdings, focusing on landowner relationships, monitoring documentation, and easement enforcement. The Conservation Easement Steward also performs monitoring duties as part of contractual work for partners that hold conservation easements. The Conservation Easement Steward supports the community outreach, communications, and development aspects of Heritage Conservancy goals by cultivating cooperative relationships with owners of properties protected by Heritage Conservancy-held easements, as well as with clients, partners, funders, and other community stakeholders.

Essential Duties and Responsibilities

Conservation Easement Monitoring and Enforcement

- Review and understand conservation easement provisions including prohibited vs. permitted uses and improvements.
- Perform monitoring visits. Walk properties and inspect current conditions for compliance with easement terms. Field work includes navigating properties independently on foot, identifying boundaries and corner markers, recording observation notes and pictures using a tablet or phone, and meeting with landowners to discuss stewardship activities.
- Perform remote monitoring by recording observations based on an evaluation of satellite imagery to assess current conditions and detect changes in conditions for compliance with easement terms.
- Prepare monitoring reports that satisfactorily document the current conditions and any possible easement violations and newly exercised rights.

- Communicate with easement co-holders (including municipal, county, and state entities) to coordinate monitoring and enforcement actions.
- Follow organizational procedures to address potential violations, including communicating with Easement Stewardship Manager, legal counsel, and other experts to assess the situation and recommend courses of action.
- Work with Easement Stewardship Manager to review and assess potential amendments, exercise of reserved rights including Forest Management Plans, and disagreements with landowners.
- Field phone calls and emails from landowners with questions, concerns or requests related to their property's easement, connecting them to the appropriate staff person to address their needs.

Landowner Engagement

- Cultivate positive landowner relationships through personal meetings and phone calls to discuss past activities, future plans, and provide guidance on management activities.
- Connect landowners with the importance of conservation on their land specifically.
- Find opportunities for willing landowners to improve the conservation value of their property, including connecting them with grants, volunteer groups, and qualified professionals.

Other Responsibilities

- Effectively utilize data management software – primarily Landex, Landscape and Lens – for completing essential job duties and responsibilities.
- Maintain digital and paper files in accordance with organizational procedures and Land Trust Association standards.
- Other responsibilities as required, including acquisition projects, property management, and administrative tasks that are shared by all within the Resource Protection Team.

Qualifications & Essential Skills

- Bachelor's Degree in environmental science, conservation biology, environmental policy, or a related natural science or environmental studies degree.
- 1-3 years of experience with conservation easements or related field work and summary report writing.
- Comfortable accurately identifying common Pennsylvania native, non-native, and invasive plant species and willing to learn more species identification.
- Ability to read and evaluate the landscape; i.e. tree blazes, stone rows, rail fences, hedgerows, corner monumentation, etc.
- Strong communication and interpersonal skills, both written and in-person.
- Excellent organization skills and attention to detail.
- Self-motivated, willing to accept a challenge, and handle multiple priorities.
- Proficient with Microsoft Office and Google applications.

Preferred Skills:

- Pennsylvania plant, animal, and fungi identification knowledge.
- Familiarity with Landscape and Lens software.
- Experience with cartography software/hardware (e.g. GPS units; GIS software); field mapping, aerial photo interpretation, land survey techniques.

Additional Requirements

- Must be able to walk alone for several miles through natural areas in rough terrain in all types of weather, for several hours at a time and carry equipment into the field
- Must have access to an insured vehicle and a valid driver's license to travel to meetings and project sites
- Occasional overnight or weekend hours may be required
- Occasionally required to lift and/or move up to 50 pounds
- Successful candidate will be required to pass Pennsylvania child abuse clearances

Culture and Benefits:

Heritage Conservancy is committed to the overall well-being of its employees offering a variety of benefits including:

- Flexible scheduling options in accordance with job requirements
- Comprehensive retirement package including company match
- Competitive health benefits including medical, dental, and vision
- Generous Paid Time Off including vacation, paid holidays, and personal time
- A fun and collaborative work environment and so much more!

To apply: E-mail a resume and cover letter to stewardship@heritageconservancy.org

ABOUT HERITAGE CONSERVANCY: Heritage Conservancy is a nonprofit organization that works in partnership with communities, landowners, businesses, governments, and other mission-focused organizations to ensure that the natural and cultural landscapes that make our region special endure and flourish. Founded in 1958 and based in Doylestown, PA, Heritage Conservancy has worked to protect more than 16,000 acres of open space, farmland, wildlife habitat, and important watershed areas throughout Bucks and in surrounding counties. We own and manage more than 50 properties, hold conservation easements on more than 250 properties, and actively pursue habitat restoration initiatives across the region. Heritage Conservancy also holds historic preservation easements and maintains a Register of Historic Places with over 700 entries. In our work to connect people with the environment and history of our region, to educate, and to inspire advocacy for land and watershed protection, we interact with thousands of community members every year, including more than 2500 students. Heritage Conservancy is nationally accredited by the Land Trust Accreditation Commission. To learn more, visit www.heritageconservancy.org.