



## SYCAMORE LAND TRUST

### LAND STEWARD

Job Description

September 2022

#### OVERVIEW

Sycamore Land Trust is a land conservation nonprofit headquartered in Bloomington, Indiana, that has been preserving land and connecting people to nature in southern Indiana since 1990. Sycamore seeks a qualified and enthusiastic individual to assist with the monitoring and management of Sycamore's increasing number of nature preserves and conservation easements, which currently consist of over 90 separate properties and total more than 10,000 acres across southern Indiana. This position reports to the Land Stewardship Director and works with other Sycamore staff and volunteers to fulfill Sycamore's land management goals and to meet Land Trust Alliance accreditation requirements related to land stewardship and acquisition.

#### RESPONSIBILITIES

- Assist the Land Stewardship Director with developing and implementing management plans for nature preserves owned by Sycamore, including the restoration of natural areas and the creation and maintenance of trails and other visitor amenities.
- Conduct and document monitoring of Sycamore's conservation easements and preserves, at least annually and more frequently as needed. Establish and maintain good relationships with easement landowners and preserve neighbors.
- Maintain land project files and documentation in accordance with Land Trust Alliance standards.
- Maintain equipment and supplies for land management.
- Coordinate and oversee contractor services for land management.
- Plan and lead occasional volunteer stewardship activities, such as trail building and invasive plant control work days. Train and supervise volunteer preserve stewards and other outdoor volunteers, including interns.

- Assist with fundraising for land management, including identifying funding opportunities and helping with grant applications.
- Assist with the evaluation of potential land preservation projects, including performing site inspections and writing reports.
- Represent Sycamore at meetings with other organizations and at occasional public events, such as nature hikes.

## SKILLS AND QUALIFICATIONS

- Organized, reliable, self-directed, detail-oriented, and able to work manage multiple projects simultaneously.
- Ability to work alone in remote natural areas, as well as in a highly collaborative team-based office environment.
- Ability to identify plant and animal species as needed for land management activities.
- Physical ability to walk several miles per day over rough terrain, carry a 35-pound backpack sprayer, use heavy hand tools, and use power equipment such as chain saws.
- Willingness to apply herbicides for natural area management, and to work outside in all weather conditions with exposure to poison ivy, ticks, and other outdoor hazards.
- Proficiency with Microsoft Office, email, and other common computer applications.
- Excellent oral and written communication skills.
- Ability to establish and maintain effective working relationships with colleagues, volunteers, land owners, funders, and other organizations.
- Enthusiasm for land conservation and the mission, goals, and values of Sycamore Land Trust.

## PREFERRED SKILLS AND QUALIFICATIONS

- Bachelor's Degree in natural resources, environmental science, or a related field.
- Familiarity with the natural communities and native species of southern Indiana.
- Experience with non-native invasive species management and natural areas restoration.
- Familiarity with GPS units and ArcGIS software.
- Land trust experience and knowledge of Land Trust Alliance Standards and Practices.

## OTHER REQUIREMENTS

- Valid driver's license, demonstrated safe driving record, reliable transportation, and willingness to travel throughout southern Indiana.
- Flexibility to work evenings and weekends as needed.

- Compliance with Sycamore's COVID-19 vaccination procedure. Accommodations for disability- and religious-based reasons will be considered.

## COMPENSATION

Dependent on experience. This is a full-time position with benefits including health insurance, retirement, paid vacation, travel reimbursement, a flexible work environment, a comfortable office located in a beautiful mid-century modern house on a wooded property on the edge of Bloomington, and the satisfaction of visiting, protecting, and restoring our local natural areas.

## TO APPLY

Send your cover letter and resume to [info@sycamorelandtrust.org](mailto:info@sycamorelandtrust.org). Please include your last name at the start of the file name. The position will remain open until filled. Candidates are encouraged to apply as soon as possible.

## EQUAL OPPORTUNITY

Sycamore Land Trust is an equal opportunity employer and does not discriminate on the basis of race, religion, sex, sexual orientation, gender identity, gender expression, family or parental status, national origin, age, veteran status, disability status, or any other status protected by law.