

Job Announcement



Title: Conservation Projects Manager

Reports to: Executive Director

Location: Salida, CO or other location within Arkansas River Headwaters region. Remote working accommodated.

Purpose: Manage and coordinate all new conservation investments on private land (easements, acquisitions, stewardship, monitoring).

About Us

Central Colorado Conservancy (Conservancy) is an accredited land-trust and community-based conservation organization whose mission is to protect the land, waters and quality of life of Central Colorado as we face pressure and rapid growth. Since 2001, the Conservancy has protected 4400 acres of private lands through easements and acquisitions in our six-county service area (Chaffee, Lake, Park, Fremont, Saguache, Gunnison counties). The Conservancy also leads large-landscape watershed restoration work with partners in key landscapes (e.g. Upper Badger Creek Watershed, Park County, CO); delivers short-term protection of working lands through conservation contracts and funded by local government (Chaffee Common Ground); and serves in a leadership capacity in partnership with the Upper Arkansas Conservation District that provides assistance to agriculture producers in the region. We envision a future for Central Colorado that is supported by thriving communities and that have safeguarded their rural character, lands, waters and wildlife for future generations.

About the Position

The Conservation Manager is a full-time (40 hrs/week) staff who will serve in a key position for the Conservancy, and will manage all new land protection programs in coordination with the Conservation Director and supervised by the Executive Director. This is an excellent opportunity for skilled project managers who wish to take the lead role in enhancing the Conservancy's land protection portfolio with a local focus on natural areas and rural families and communities connected to the upper Arkansas Headwaters landscape. The Conservancy is a dynamic and growing organization, and we are looking for a new member for our team who is excited about leading our conservation programs to new potential over the next decade.

Essential Job Responsibilities

- Develop and complete new conservation easement projects within the 6-county service area, including fundraising from public and private sources to support transaction, due diligence and stewardship costs.
- Cultivate positive working relationships with landowners, attorneys, land management agencies, funders, and all other relevant stakeholders who support collaborative work on private lands.
- Create more efficient policies and procedures for prioritizing, evaluating and implementing conservation investments on private land.
- Manage the monitoring and stewardship of completed conservation easements and acquisitions.
- Work with a team to design communication pieces for promoting the social, economic and environmental impacts of the Conservancy's land protection work.

Other Duties

- Assist in targeted fundraising and development by building public-private conservation partnerships that fund Conservancy programs (philanthropy and grants/contracts).
- Assist in digitizing and storing all records, files, reports etc. related to conservation easement projects, as guided by industry best practices.
- Monitor changes in federal and state tax rules, legislation and funding requirements for conservation easements and acquisitions.
- Represent the Conservancy professionally at public events, including presentations at conferences and community workshops.
- Collaborate with partner organizations, funders, contractors and colleagues to assure project completion.

Knowledge, Skills and Experience

- A combination of education and experience equivalent to a bachelor's degree and three (3) years of experience in applied conservation or environmental law, with progressive experience in conservation program development, project management, record-keeping and fundraising.
- Proven experience working with diverse landowners in rural communities.
- Understanding of the complex resource conservation and human livelihoods challenges in the Rocky Mountain West, and a desire to explore collaborative solutions with a diverse community.
- Knowledge of conservation easement projects, including easement development and due diligence requirements.
- Proven track record in securing grants, with the ability to think long-term and innovatively about new and emerging funding sources.
- Strong communication skills both written and verbal, along with excellent mediation and counseling skills.
- Highly organized with the ability to manage multiple deadlines.
- Flexibility to work occasional evenings, weekends, overnights.
- Willingness to travel within the upper Arkansas Headwaters region in personal vehicle. Valid state driver's license required.
- Experience using common office software and spatial mapping applications.

Physical Demands / Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Able to stand, walk, and hike for extended periods of time outside in all weather.
- Ability to work in a standard office setting, with considerable sitting, standing and viewing of computer
- Requires reaching continually throughout the workday (mouse, keyboard, telephone).
- May include lifting up to twenty (20) pounds of project gear on an infrequent basis.

Material and Equipment Directly Used

- Standard office equipment (e.g. laptop, printers); PC with MS Office software applications.

Compensation

Salary is \$50,000 - \$52,000 per year. We offer a very flexible working schedule with generous paid leave. The Conservancy offers \$350/month for a wellness stipend for all full-time employees, and the Conservancy is currently developing a group health plan option for employees in mid-2021. Personal work laptop and monthly phone bill reimbursement provided.

How to Apply

All interested and qualified candidates should submit a cover letter, resume and list of three professional references in one combined PDF document to Adam Beh, Executive Director, at adam@centralcoloradoconservancy.org by January 31, 2021. Early applications are encouraged as we will review candidates prior to the deadline.

Central Colorado Conservancy is an equal opportunity employer. We strongly encourage people of every color, orientation, age, gender, origin, and ability to apply.