



## PACIFIC FOREST TRUST

Private Forests. Public Treasures.

### Position Available: Stewardship Associate

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**GENERAL:** The Pacific Forest Trust serves as grantee on a portfolio comprising 35 working forest conservation easements (CEs) over 100,000 acres in Northern California and Southern Oregon. This position is responsible for the stewardship of PFT's CE interests under the supervision of senior staff. Consistent with PFT policies and procedures, and best practices promulgated by the Land Trust Accreditation Commission, the Stewardship Associate will monitor PFT's eased forest properties in accordance with approved monitoring plans, review management plans and timber harvest plans for conservation easement properties, undertake monitoring using both field and remote sensing, contribute to the management and implementation of property information systems, contribute to property baseline development, develop monitoring plans for new acquisitions, and perform other related CE monitoring and management activities. In addition, this position provides opportunities to contribute to the planning of habitat enhancement and forest resilience projects on our landowners' properties.

**Reports to:** Vice President of Conservation and Stewardship and works collaboratively with a Stewardship team of five.

#### ROLES AND RESPONSIBILITIES:

- **Annual Stewardship:** Achieve annual goals for each CE property consistent with PFT policies and property history. Implement annual stewardship tasks for existing CE property, including landowner communications, comprehensive annual monitoring and site visits, pre- and post-timber harvest or other specialized site visits as may be required under the terms of a conservation easement, responses to landowner requests for approvals or questions on easement terms, and related tasks. Coordinate landowner relationship management with Stewardship Manager.
- **Monitoring Plans:** For each acquired CE, prepare the appropriate monitoring plan consistent with PFT policies, procedures and models. Prepare periodic updates as necessary.
- **Forest Management and Timber Harvest Plans:** Contribute to PFT's internal review of landowner plans for consistency with CE terms. This includes review and approval of Safe Harbor Agreements entered into by the landowner, consistent with CE terms, to achieve regulatory certainty in management for listed threatened species.

- GIS and other data analysis: Contribute to GIS database management, analysis and map-making for PFT Conservation and Stewardship program. Help manage and utilize PFT data for CE properties to monitor compliance with CE terms.
- Conservation Easement Violations: Consistent with PFT's CE Defense and Enforcement Policy, identify actual or potential violations and contribute to managing a successful resolution or CE defense.
- Conservation Easement Amendments: Consistent with PFT's CE Amendment Policy, assure coordination with appropriate Conservation team members for management of amendment process, including support for negotiation of amended terms and obtaining necessary approvals by the parties.
- Habitat Enhancement and Collaborative Stewardship Projects: Contribute as needed to development and implementation of habitat restoration, enhancement, and related projects (including fuels management) on CE properties.
- Conservation Scoping: As needed, conduct research (including obtaining, organizing and analyzing public and landowner data), field work and mapping for conservation assessment of privately owned forest tracts under consideration by PFT for acquisition of either a conservation easement or fee title interest.
- Project Information, Mapping, Baseline Report: As needed, work on team to identify and map forest and other natural resources, vegetation types, other characteristics and land uses on candidate properties. Write property and resource descriptions for baseline reports of conserved forests. Prepare necessary maps and tables.
- Property Information Systems: For each conservation property, as it is acquired and for on-going stewardship, obtain, organize, analyze and maintain data and other information regarding the property's resources, management and on-going stewardship.
- Outreach: Participate in PFT outreach and general communication efforts with landowners, foresters and other natural resource professionals. Coordinate and participate in field trips to candidate properties and portfolio properties.
- Other tasks as may be required.

## **QUALIFICATIONS:**

This position requires a person who has natural resource science and management experience, preferably in the fields of conservation, forestry, or wildlife biology.

- A minimum of two years of work experience in a related field.
- Masters degree in natural resource science/management, conservation biology, land use planning or similar is preferred; professional qualifications or other certifications may substitute for advanced degree.
- Familiarity with conservation easements, LTA-Accredited Land Trusts, and/or land-use planning is a plus, though not necessarily a requirement.
- Strong field, research, data analysis and GIS skills.
- Strong written and oral communication skills.
- Results-orientation with a keen understanding of the steps necessary to achieve goals on deadline and within budget.
- Understanding of ecosystem dynamics and impacts of forest management are highly valued.
- Excellent organizational and written and oral communication skills
- Strong initiative and work ethic, with perseverance, resilience and sustained energy.
- Ability to work independently and as part of a collaborative team.
- Personable and flexible with a strong capacity to manage time and competing priorities.
- Must be available for extensive travel and have a driver's license and clean driving record.
- Must be able to hike in steep and uneven terrain and carry 25 pounds.
- Fluent with relevant computer applications, e.g., Arc GIS, MS Access, growth and yield models, as well as Microsoft Office.
- Commitment to creative conservation and grasp of overall mission of PFT.

**TRAVEL:** Significant travel is required (on average 30%+/- time).

**LOCATION:** San Francisco with frequent travel across North California and Southern Oregon.

**TO APPLY:** Send resume and cover letter to [jobs@pacificforest.org](mailto:jobs@pacificforest.org)

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