



STEWARDSHIP DIRECTOR JOB DESCRIPTION

SUMMARY

Feather River Land Trust (FRLT)'s Stewardship Director will ensure the Preserves and Conservation Easements under FRLT's care are managed in a fashion that preserves conservation values and protects public safety. The Stewardship Director meets this goal by effectively supervising, mentoring, training and inspiring a dedicated team of land stewardship professionals. The Stewardship Director is supervised by the Executive Director.

The Stewardship Director oversees FRLT's Stewardship Program. The program includes the management of FRLT fee-title properties, conservation easements and outdoor learning facilities (Learning Landscapes). Responsibilities include ensuring safe operation of public access infrastructure, at the Sierra Valley Preserve Headquarters (Shop, Headquarters, Bunkhouse), Leonhardt Learning Landscape, Heart K Ranch facilities, Olsen Barn and Mountain Meadows Gateway Trailhead.

DUTIES

1. Supervise (train, mentor, inspire, review and approve annual work plans, and evaluate the performance) Regional Managers, Senior Project Manager, Conservation Easement Coordinator and Fire Recovery Coordinator.
2. Coordinate the development and updating of land management plans for Preserves.
3. Coordinate development and review annual work plans and budgets.
4. Assist with the planning, development and implementation of stewardship projects that meet Preserve Land Management Plan goals and annual work plan priorities.
5. Ensure that all conservation easements are inspected annually according to approved Policies and Procedures. Maintain landowner relations in a fashion that promotes cooperation and collaboration. Investigates potential violations of conservation easement terms and reports findings to the Executive Director.

6. Serves as Chair of the Stewardship Committee. Coordinates development of annual committee workplan. Works with committee to recruit membership that meets Stewardship Program needs and sustains a viable committee. Lead committee meetings by developing agendas, sharing supporting documents and facilitating meetings.
7. Prepare necessary reports (quarterly, annually, or as needed) for funders, the Stewardship Committee and Board of Directors.
8. Ensure site safety including pre-event inspections, tail-gate safety briefings and halting activities if a safety concern is encountered.
9. Respond to incidents involving FRLT lands quickly and ensure resource damage and hazards to the public are handled appropriately.
10. Work with the People and Land Program Coordinator to oversee the management and maintenance of outdoor classroom sites (Learning Landscapes) across the watershed.
11. Attend staff meetings and trainings, lead department coordination calls.
12. Assist with the management and protection of water rights and water resources associated with FRLT protected properties.