

**WOOD RIVER LAND TRUST
JOB DESCRIPTION**

Title: DIRECTOR OF CONSERVATION
Supervisor: Executive Director

Summary of Position

The Director of Conservation is responsible for completing conservation land transactions and stewardship activities that further the Land Trust's land conservation program. The Director of Conservation reports to the Executive Director and will supervise program staff and interns, occasionally volunteers. The position is full-time, requiring occasional evening and weekend hours, and requires work in the Land Trust office in Hailey, Idaho.

DUTIES

Land Transactions

1. Contact and negotiate with potential conservation easement donors or sellers.
2. Complete or oversee completion of conservation easement documents and all the necessary associated documentation consistent with LTA Standards and Practices and IRS code.
3. Participate as needed in fee simple land acquisitions, including researching conservation values and assisting with transaction documents and fundraising.
4. Provide guidance to program staff members in their work related to easement and fee simple acquisitions.
5. Assist Executive Director in identifying and prioritizing conservation opportunities and financial strategies.
6. Conduct landowner outreach as appropriate within Land Trust project areas.

Stewardship

7. Supervise stewardship staff to ensure the maintenance of public benefit of land and interest in land held by organization.
8. Ensure the regular monitoring of all conservation easements or properties held by the Land Trust and ongoing communication with easement landowners.
9. Ensure fee simple lands are managed to maintain and improve public benefit according to Preserve Management Plans.
10. Oversee stewardship staff's preparation and management of stewardship operations budget and tracking of Stewardship Endowment Fund.

Planning

11. Coordinate staff advocacy and planning efforts with local County and city governments.
12. Participate in Land Trust local land use planning efforts as needed.

Other

13. Assist in the preparation of proposals to foundations and individual donors for financial support of land conservation efforts, stewardship programs, endowments, etc.
14. Develop and maintain relationships with strategic community members including landowners, appointed and elected officials, nonprofit and agency partners, and Land Trust supporters.

Preferred Qualifications

- Significant experience in conservation easement with a track record of negotiating, financing and managing conservation easement acquisitions.
- Excellent communication skills to effectively articulate Land Trust objectives and conservation to engage WRLT's potential and existing partners, including land-owners, government agencies and community stakeholders.
- Experience building long-term partnerships with stakeholders to develop successful conservation projects.
- Expertise and success obtaining funds from public and private sources for land and conservation easement acquisitions; with fulfillment of funding requirements, including reporting.
- Experience managing and leading teams.
- A commitment to high standards and personal accountability.
- A passion for the mission and goals of Wood River Land Trust.
- Advanced degree or equivalent professional training in natural resource management, conservation real estate, and/or law.

Please send a current resume, cover letter, and contact information for three references to info@woodriverlandtrust.org by June 30, 2017.