



LAND PROTECTION SPECIALIST Position Description

REPORTS TO: Conservation Director
STATUS: Full-Time Exempt
SALARY: \$43,000- \$53,000 (DOE)

The Whidbey Camano Land Trust is seeking an experienced conservation professional to protect important lands and waters in Island County, located in northwest Washington State. This is an exciting opportunity to join a dynamic, high-caliber, results-oriented team focused on conserving the natural habitats and working farms and forests on Whidbey and Camano islands. The work is fast-paced, challenging, and highly rewarding. The office is located on historic Greenbank Farm in Central Whidbey Island with beautiful scenery and trail access right outside the front door. Join our friendly, hardworking, mission-driven team, with competitive local salary and full benefits.

POSITION SUMMARY: The focus of the Land Protection Specialist is to acquire priority lands, both fee simple and conservation easements, from willing landowners. The Land Protection Specialist will be involved with conservation and project planning, property endowment fundraising, grant writing, and public presentations.

DUTIES AND RESPONSIBILITIES: The job responsibilities and duties are as follows:

- Carry out all phases of land acquisition projects (fee simple, conservation easement and agency assists) including: project evaluation; landowner outreach, cultivation and negotiation; coordination with partners; coordination with Conservation Team members and other staff; drafting of legal and other documents; consultation with legal counsel and conservation director; identification and procurement of grant funds; and closing of transactions.
- Reach out to landowners within Protection Priority Areas.
- Review and respond to landowner requests and inquiries regarding potential gifts or sales.
- Consult with the land steward and Stewardship Committee to ensure that land protection projects are consistent with long-term stewardship policies and procedures.
- Participate in organizational development, board training, and fundraising activities.
- Form partnerships and gain support for projects including, where appropriate, outreach to and involvement with members, neighbors, public, agencies, and landowners.
- Write, develop, coordinate, and revise land protection and project acquisition plans.
- Assist in promotion of the Land Trust by preparing newsletter articles, landowner information packets and website project updates and by giving presentations in a variety of settings.
- Develop, research, write, present, implement and track grants and other funding sources to achieve land protection goals.

- Develop annual work plans and assist on capital project budgets.
- Write and update land acquisition policies and procedures.
- Possibly supervise the conservation assistant.

REQUIRED QUALIFICATIONS:

1. Three years of direct experience in the land acquisition/protection field.
2. Skilled at negotiation, problem-solving, and relationship building with solid knowledge of real estate, protection techniques, and land conservation principles.
3. Good verbal and written communication and presentation skills.
4. Ability to be flexible, perform under pressure, and both work independently and as part of a team.
5. Demonstrated ability to successfully complete land protection projects.
6. Ability to work with diverse people and develop positive working relationships with landowners, government agency employees, and other stakeholders.
7. Practical problem-solving and organizational skills with attention to detail and record keeping.
8. Able to work some non-standard hours, including evenings and weekends.
9. Ability to lift 30 lbs.
10. Valid, insurable driver's license.
11. A demonstrated commitment to land conservation.
12. Competent with standard computer software, including MS Word, MS Excel, MS Powerpoint, and e-mail.

DESIRED ATTRIBUTES:

1. Bachelor's degree in conservation, law, ecology, planning, natural resources or related field.
2. Experience with tax law and tax benefits.
3. Success in securing land acquisition grants.

This is a full-time, salaried, exempt position that reports to the Conservation Director. The Land Trust offers a competitive salary and benefits package. The office is located at Greenbank Farm and is a smoke-free workplace. The Whidbey Camano Land Trust is an equal opportunity employer.

To apply: Submit a resume and cover letter by email, no later than June 17, 2018 to: jobs@wclt.org. No phone calls please.