



## SENIOR LAND PROTECTION SPECIALIST Position Description

**REPORTS TO:** Conservation Director  
**TYPE:** Full-time, 40 hours/week  
**WAGE:** \$60,000-\$72,000 (Based on experience)

**MISSION:** The mission of the Whidbey Camano Land Trust is to protect, restore and create access to forests, shorelines, farmlands and other habitats in Island County and the Salish Sea, for ecological and community resilience and the benefit of all living things.

**POSITION SUMMARY:** The Senior Land Protection Specialist oversees a diverse portfolio of real estate transactions, working with willing landowners to conserve priority lands using a suite of land protection tools. The position leads and assists the movement of projects through the land protection process and spends substantial time drafting, revising and reviewing complex legal documents. Work also includes landowner negotiations, conservation planning, grant writing and presentations.

### **DUTIES AND RESPONSIBILITIES:**

- Independently carry out all phases of land acquisition projects (fee simple, conservation easement and agency assists) including but not limited to: a substantial portion of time spent drafting and reviewing conservation easements, purchase and sale agreements, donation agreement and related legal documents; coordination with the Land Protection Team, Conservation Team and other staff members; project evaluations; landowner outreach, cultivation and negotiation; coordination with partners; consultation with legal counsel and conservation director; and closing of transactions.
- Identify grant opportunities, and develop, research, write, present, implement and track grants and other funding sources to achieve land protection goals.
- Review and respond to landowner requests and inquiries regarding potential gifts or sales.
- Consult with the Land Stewardship team to ensure that land protection projects are consistent with long-term stewardship policies and procedures.
- Update staff and board on land protection activities.
- Participate in organizational development, board training, team building and fundraising activities.
- Form relationships and partnerships to support projects including, where appropriate, outreach to and involvement with members, neighbors, public, non-profits, agencies, and landowners.

- Develop annual work plans and assist with project budgets.
- Update land acquisition policies and procedures.
- Write, develop, coordinate, and revise conservation planning documents.
- Prepare newsletter articles, landowner information packets and website project updates, and give presentations in a variety of settings.
- Other duties, as assigned.

**REQUIRED QUALIFICATIONS and RELATED LIFE EXPERIENCE:**

- Bachelor's Degree or higher-level degree in a related field, or equivalent experience (conservation, natural resource management, law, etc.).
- Six years professional experience in land conservation with at least three years of direct land acquisition experience.
- Thorough knowledge, including current trends and practices, of real estate, protection techniques, and land conservation principles.
- Demonstrated ability to negotiate legal agreements and oversee a portfolio of on-going land protection projects.
- History of developing successful public and private grant applications, with Washington State grant application experience a plus.
- Proficient with computer software, including Microsoft Office Suite, ArcGIS and e-mail.
- Practical and creative problem-solving with sophisticated organizational skills.
- Strong attention to detail and record keeping.
- Strong verbal and written communication and presentation skills.
- Ability to adapt, perform under pressure, and work both independently and as part of a team.
- Ability to work with diverse people and develop positive working relationships with landowners, government agency employees, and other stakeholders.
- Demonstrated commitment to land conservation.
- Must be able to occasionally work some non-standard hours, including evenings and weekends.
- Desire and ability to live and work in the community.
- Valid, insurable driver's license.
- Ability to lift 30 pounds and walk properties with landowners.

**BENEFITS.** The Land Trust values work-life balance; its work culture supports and inspires conservation achievement and personal development. This full-time position is eligible for the following:

- 11 paid holidays;
- 12 vacation days annually, increased with tenure;
- 12 sick days annually;
- 3% matching SIMPLE retirement plan;

- Washington Paid Family and Medical Leave Program pursuant to state rules and eligibility;
- After successful onboarding, there can be some flexibility in schedule and ability to work remotely;
- Dog-friendly office with pre-qualified dog and employee;
- Occasional professional development and training opportunities; and
- Values-driven, meaningful conservation work. At the Land Trust, your work makes a difference!

**TO APPLY.** Submit a cover letter describing your qualifications and related life experience, along with your resume, via email to: [jobs@wclt.org](mailto:jobs@wclt.org). No phone calls please!

Application review will begin August 30, 2024. Position open until filled.

*Whidbey Camano Land Trust is an Equal Opportunity Employer and actively seeks a diverse pool of candidates from a variety of backgrounds who are committed to the mission and vision of the organization.*