

Conservation and Stewardship Associate Job Description

The Wyoming Stock Growers Land Trust (land trust) is seeking an enthusiastic and collaborative individual to coordinate, implement, and advance our conservation and stewardship programs.

Hours: Full-time (40 hours/week)

Location: Cheyenne, WY

About Us

The Wyoming Stock Growers Land Trust is dedicated to conserving Wyoming's agricultural lands, which also provide open space, wildlife habitat and other environmental benefits, for future generations. Our organization was founded by the Wyoming Stock Growers Association membership to meet the need for voluntary, private-sector options in agricultural land conservation. We are Wyoming's first and only Wyoming-based, statewide land conservation organization. To date, the land trust has partnered with 79 families to conserve over 287,000 acres of working lands across Wyoming.

Position Overview

The Conservation and Stewardship Associate is a key member of the land trust team. The ideal candidate is passionate about conserving agricultural land, wildlife habitats, and open spaces. The Conservation and Stewardship Associate will further the mission of the land trust by managing conservation easement projects and stewarding existing conservation easements. This position will contribute to the land trust's success in accelerating the pace and scale of conservation, investing in rural communities, and keeping Wyoming's agricultural lands whole.

Job Duties

This job is the perfect balance of technical desk work and field work. Supported by a high caliber team of professionals, the Conservation and Stewardship Associate helps landowners achieve their long-term conservation goals. Duties include:

- Manage a portfolio of conservation easement projects
 - work directly with landowners to identify conservation goals, timelines, and to overcome project challenges
 - complete project due diligence including baseline document report drafting, title review, appraisal review, etc.
 - collaboratively draft legal documents
 - work with staff to raise public and private funds to meet project needs
- Monitor and steward 109 conservation easements (287k acres) and counting
 - coordinate with staff members to complete annual stewardship activities
 - maintain meaningful relationships with landowners
 - ensure the current condition of each property is fully documented
 - complete reports and maintain conservation easement files
 - facilitate reserved rights requests and resolve conservation easement violations in a timely and professional manner, consistent with land trust policy
- Ensure compliance with internal policies and external requirements, including alignment with the Land Trust Alliance's Standards and Practices.
- Promote and further the mission of the land trust
 - collaboratively develop strategic conservation goals and objectives
 - communicate the importance of working land conservation
 - provide support to land trust outreach staff, including content creation

- Compose reports and serve as staff to the Board of Directors Conservation Committee
- All other duties as assigned. We are a small, assiduous team that is supportive of all areas of the land trust's work.

Qualifications

Strong candidates for this position will bring the following attributes to this role:

- 5+ years of experience in natural resources, conservation, real estate, or similar industries. Bachelor's degree in related field.
- Exhibits strong interpersonal skills rooted in teamwork, diplomacy, and respect with a commitment to working collaboratively.
- Experience writing, managing, and reporting on public and private grants.
- Demonstrated ability to collaborate with landowners, external stakeholders, partners, funders, and others to achieve common goals.
- GIS experience necessary, drone experience desirable.
- Excellent computer skills. MS Office required, database management desirable.
- Able to think strategically, develop and manage complex projects from start to completion, stay accountable to deadlines and teammates, manage confidential information, and adopt new approaches in response to changing circumstances.
- Intentionally shares power through decision-making, clear definition of roles and responsibilities, and effective delegation.
- Demonstrates integrity and ability to exercise confidentiality and sound judgment.
- Familiarity in real estate transactions including appraisals, title work, due diligence, and closings.
- Enthusiasm for and willingness to travel extensively in Wyoming's rural and rugged landscapes. Regular overnight travel, particularly during the summer months.
- ATV experience
- Valid driver's license required.

Work Conditions

Work requires occasional physical exertion, and the field work environment involves infrequent exposure to disagreeable elements.

Compensation

The starting salary for this position is \$60,000-\$65,000 annual salary. Annual paid time off includes 15 days per year, 10 paid holidays, and 12 sick days per year. Health, dental, and vision insurance provided. 401(k) retirement plan after 1 year.

Application

To apply, please submit resume, cover letter (.pdf) and three references via email to kaylee@wsglt.org, with the subject line "Conservation and Stewardship Associate Application" by April 12, 2022.

The Wyoming Stock Growers Land Trust is an Equal Opportunity Employer.