



Position Announcement Land Stewardship Associate

Would you like to help conserve and restore redwood forests, wildlife habitat, and watersheds in the Santa Cruz Mountains? Are you interested in innovative land management that will protect forests and other natural habitats and build climate and fire resiliency? If so, consider being a part of Sempervirens Fund's dynamic, collegial, fun, and growing team.

About the Position

As the Land Stewardship Associate, you will be pivotal to the success of Sempervirens Fund's redwood conservation efforts by providing support on all aspects of land stewardship activities. On any given day, you may drive to a remote property for a site monitoring visit to document site conditions and map invasive species, and then meet with a neighbor or agency representative to discuss an ongoing restoration project. You might then end your day updating GIS files and drafting contracts for upcoming projects.

You will thrive in this role if you have land management experience with a demonstrated knowledge of the natural history and ecology of the Santa Cruz Mountains, or a strong interest in developing this expertise. You must excel at balancing tasks and projects, and developing and maintaining interpersonal relationships with a wide range of people. It is essential that you have strong prioritization skills and flexible work habits, as well as attention to detail and persistence. This is a job for someone who is passionate about conservation and enjoys being out in the woods, but also likes working as part of a team and with external partners. The Land Stewardship Associate reports to the Senior Land Stewardship Manager and supports the Field Operations Manager and Natural Resource Manager.

Sempervirens Fund's office is based in Mountain View, but we protect land throughout the Santa Cruz Mountains, which span Santa Cruz, San Mateo, and Santa Clara counties. This is a full-time, exempt position and is remote-from-home with frequent day trips to the Santa Cruz Mountains. You must be based in the Bay Area within reasonable driving distance of the Santa Cruz Mountains.

Sempervirens Fund and Our Commitment to People and Equity

Sempervirens Fund is California's first land trust. We believe the Santa Cruz Mountain's habitats, waterways, and resiliency are at risk without healthy, connected coast redwood forests. We also believe that all people should be able to access and enjoy these redwood forests. We are committed to an organizational culture that is welcoming, inclusive in its decision-making, and reflective of the diverse communities with which we work. We recruit and hire people who will bring considerations of equity, inclusion, and justice to our work. Sempervirens Fund is an equal opportunity employer.

This might be the right job for you if you would enjoy:

- Monitoring and managing over 35 fee-owned properties, timber rights, and conservation easements in support of the Field Operations Manager, including producing required reporting documents and maps as well as conducting infrastructure maintenance.
- Identifying, planning, and implementing restoration projects in support of the Natural Resource Manager, including overseeing consultants, contractors, and volunteers engaged in land stewardship activities.
- Helping plan and host multiple volunteer field days each spring/summer with the Field Operations Manager and Natural Resource Manager.
- Collaborating with public agencies, non-profit partners, local Tribes and Indigenous Organizations,

neighbors, and volunteers on a wide range of projects and regional goals. Meeting and maintaining friendly and professional relationships with all parties connected to our stewardship activities, including but not limited to, regulatory agencies, partnering organizations, contractors, and funders.

- Working with the land acquisitions team to help in pre-acquisition planning and other tasks to protect key conservation properties throughout the Santa Cruz Mountains.
- Supporting Communications and Development staff to highlight our work to the public and fundraise for projects and land acquisition campaigns.
- Completing administrative tasks required for a well-regulated organization, including maintaining project files, GIS and mapping data, annual tax exemptions, and contract execution.
- Maintaining compliance with Land Trust Accreditation Commission requirements concerning property and easement monitoring.
- Opportunities to learn from and work closely with Senior staff and outside experts to develop skills and knowledge in the conservation field.

Knowledge and Skills Needed

- Demonstrated knowledge of natural history and ecology of the Santa Cruz Mountains, or a strong willingness and ability to learn. Experience with or knowledge of forestry and fire a plus;
- Experience with best management practices and typical equipment for treatment of common weeds and rural road management, or a strong willingness and ability to learn. Qualified Applicator License or ability to acquire one a plus;
- Able to manage and prioritize multiple projects and tasks;
- Able to adapt to flexible work hours;
- Able to work as a part of complex projects with a moderate level of supervision;
- Computer proficiency, including demonstrated proficiency with map orientation and interpretation, GPS and field marking, and associated software applications. Experience with GIS mapping and data management a plus.

Competencies

- Project and goal focus, and effective prioritization of tasks.
- Communications – strong interpersonal, verbal, and written skills.
- Creative problem-solving ability.
- Practical, proactive thinking and balanced decision making.
- Organizational skills, including attention to detail, accurate record keeping, and tracking key deadlines.
- Flexibility, including the ability to respond and adapt to variable project needs, conditions, and hours.

Qualifications

- Experience in environmental studies, natural resources, restoration ecology, biological sciences or related area of study, or comparative experience in a related field;
- Minimum 1-3 years of work experience in a directly related field or an equivalent mix of education and experience;
- Available to drive on frequent day-trips to properties in the Santa Cruz Mountains.
- Some weekend and evening work may occasionally be required.
- Valid driver's license and safe driving record.

Working Conditions:

Frequent daytime travel to Santa Cruz Mountains (30%). Occasionally lifts, carries, or otherwise moves and positions heavy objects up to 30lbs. Hiking off trail through dense vegetation in strenuous terrain. Operation and maintenance of a range of hand and mechanical tools for vegetation and road maintenance.

We Offer:

- A collaborative, supportive, and inclusive team environment
- A culture that values work-life balance
- Family-friendly policies
- Employer paid medical, dental, vision and life insurance for the employee
- 13 paid holidays per year
- Three weeks of vacation in your first year
- Twelve days of paid sick leave a year
- Employer retirement plan match of 6% of annual salary for the first five years and then 8% after that
- A remote-from-home work environment (must be based in SF Bay Area)
- Access to Regus co-working spaces
- Cell phone and home internet stipend
- Opportunities for professional development

Position Title:	Land Stewardship Associate
Reports to:	Senior Land Stewardship Manager
Location:	San Francisco Bay Area with frequent travel to the Santa Cruz Mountains in Santa Cruz, San Mateo, and Santa Clara counties.
Salary Range:	\$75,000-79,000 annually
Position Classification	Exempt
If this sounds like the right position for you:	<p>Please email a cover letter (including where you heard about the position) and resume (as pdf files if possible) to opportunity@sempervirens.org with the subject line "Your Name – Land Stewardship Associate". Your cover letter should be 500 words or less, and answer these two questions:</p> <ul style="list-style-type: none">• What competencies do you have that will support your success in this position?• Why are you interested in working in stewardship for a land trust? <p>Materials will be accepted on a rolling basis until Tuesday, June 27th or until filled.</p>