



Job Title: COAST AND ESTUARY NATURAL AREA MANAGER

Location: Astoria, OR
Salary Range: \$58,000 – \$81,578 annual salary
Job Type: Full Time, Permanent
FLSA Status: Exempt
Application Deadline: September 25, 2022 (applicant review will start August 29, 2022)

Columbia Land Trust is seeking a **Natural Area Manager** to join its team!

Columbia Land Trust is dedicated to conserving and caring for the lands, waters, and wildlife of the Columbia River region through sound science and strong relationships. Since our founding in 1990, Columbia Land Trust has permanently conserved more than 55,000 acres of fish and wildlife habitat, forestland, and farmland, and has restored thousands of acres to benefit wildlife and communities. Central to our work is a commitment to advancing a more inclusive, equitable conservation movement and building relationships to achieve cooperative conservation solutions.

Columbia Land Trust is an equal opportunity employer and committed to building a diverse workforce. [Equity is a core organizational value](#) and applicants should be able to demonstrate a commitment to diversity, equity, and inclusion. We encourage Black, Indigenous, and People of Color, LGBTQ+ people, and people from groups who are underrepresented in conservation spaces to apply.

Columbia Land Trust's headquarters are located on the historic Fort Vancouver campus near downtown Vancouver, Washington, just across the Columbia River from Portland, Oregon. Additional Land Trust offices are located in Portland, Hood River, and Astoria, Oregon. For more information, please visit www.columbialandtrust.org. This position will be based in the Astoria office, however for the right candidate the Land Trust may consider having this position based in Vancouver.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The natural area manager will be part of the 16-member Stewardship Team, which manages approximately 36,000 acres of conservation lands including natural areas, parks and open spaces, and private lands where the Land Trust holds legal agreements, including conservation easements. The primary purpose of the stewardship program is to maintain and enhance the conservation values of protected properties across the Land Trust's region. Conservation lands are managed for multiple objectives, most often focused on ecological integrity, but also incorporates community values such as recreation, economic activity, and equitable access.

This natural area manager position will be responsible for the management of 25 stewardship units located along the lower Columbia River and the Long Beach Peninsula totaling approximately 3,300 acres, with sizes of each unit ranging from less than 10 acres to more than 600 acres. These conservation lands are ecologically diverse to include tidal floodplain and interdunal wetlands, riparian corridors, and associated uplands. The coast and estuary natural area manager will be directly involved with the Land Trust's work in the Columbia River estuary conserving and restoring intertidal

wetland habitat through dike removal, tidal channel reconstruction, re-establishing the native vegetation communities, and monitoring the success of these efforts in achieving restoration goals. The position will work in coordination with, and with the support of, other team members to ensure compliance with national Land Trust Alliance standards and practices and provide support to the Land Trust's Land Protection and Advancement programs. Specific areas of work are described below.

Land Management and Administration (40%)

Land management and administration work includes planning and implementing management for stewardship units, ensuring management is consistent with conservation goals for each site, documenting work accomplishments, and maintaining the legal integrity of the conservation interest. Management responsibilities will vary by site but will encompass a variety of tasks including:

- Property administration and data management including property information management, using GIS to input, view and present spatial data, tracking tax and parcel information, documenting site work in the land trust's database, regulatory compliance documentation, maintaining legal access and easement agreements, and managing property use and access permissions
- Prepare, update, and implement property management plans
- Maintenance, restoration, and enhancement of ecological systems and habitat features, including vegetation management, aquatic habitat restoration, weed control, planting, habitat feature installation, and grazing management
- Property maintenance activities including vegetation management and weed control, infrastructure (roads, structures, gates, signs, etc.), and habitat enhancement activities
- Monitoring annual compliance and project-level effectiveness and monitoring and evaluating ecological condition and trends on properties
- Resolving property issues such as boundary encroachments, dumping, neighbor concerns, and unauthorized public use
- Public use management, including working with state private lands hunting program, and assist in supporting the Land Trust's public use and management system
- Outreach to neighbors, stakeholders, rights-holders, and the general public to gain insight into community needs and concerns and raise awareness about land trust work
- Annual work plan and budget planning support
- Support and coordinate other stewardship staff in site work

Habitat Restoration (40%)

To achieve site conservation goals, the Land Trust implements habitat restoration work ranging from vegetation control and planting, to removing levees and restoring in-stream habitat complexity, to implementing habitat structure enhancements (large wood, snags, etc), and post restoration monitoring and maintenance. This position will be involved with several properties in the Grays Bay watershed in SW Washington where active restoration work is currently in development. The natural area manager gathers intelligence from local partners, published science, and community input, implements project planning and design, fundraising support and grant writing, project management (budgets, contracts, project reporting, etc.), permitting and compliance, and outreach to neighbors, stakeholders, rightsholders, decision-makers, and local communities. Project effectiveness monitoring is integral to habitat restoration projects and is part of the Land Trust's adaptive management approach. Additionally, the natural area manager may implement experimental trials to evaluate potential habitat restoration strategies.

Land Protection Support (10%)

The Land Trust is working closely with partners to conserve many thousands of acres in this ecoregion over the next decade. Natural area managers work closely with land protection staff to evaluate new properties for conservation. This includes identifying conservation values, assessing and documenting resource condition, identifying stewardship concerns, preparing budget estimates for management or restoration, providing input and review of conservation agreements and encumbrances, and supporting grant applications for property acquisition. Natural area managers also work closely with land protection and legal staff to resolve certain types of property issues that require legal transactions, such as amending legal agreements, creating new agreements, boundary line adjustments, or land transfers. This position will contribute to conservation planning with stewardship and land protection staff from across the organization. It is anticipated that during the first year, the natural area manager will work with land protection staff to resolve road access questions and support the acquisition of several new conservation properties that will ultimately need management plans prepared.

Outreach and Engagement (5%)

The natural area manager will support the Land Trust's advancement, outreach and engagement programs to build awareness and support of land conservation. This includes working with a volunteer coordinator to plan and implement volunteer activities on lands; supporting the Advancement team with land tours, events, and fundraising and communication materials; building and maintaining relationships with stakeholders; and collaborating on community engagement projects.

Organizational Support (5%)

Land Trust staff also support a broad range of organizational activities ranging from participation in meetings with the Land Trust's Board of Directors; participating in the Land Trust's Diversity, Equity and Inclusion (DEI) work; participation in fundraising activities; and rotating involvement on the Diversity, Equity and Inclusion and/or Safety Committees.

The position is ideally based in the Land Trust's Astoria, OR office with frequent travel throughout the region to complete site work, traveling up to two hours one-way with occasional overnight stays. For the right candidate the Land Trust may consider having this position based in Vancouver. The Land Trust's offices may have limited access with most staff are working from home depending on the status of the COVID pandemic. Currently, the Land Trust is shifting to a hybrid work environment where staff may continue to work from home 2-3 days per week. Staff are provided with the technology and equipment needed to effectively work from home. A significant portion of this position's work duties will take place at field sites and can be labor-intensive, requiring the ability to work safely and independently in remote areas, often without cell service. Columbia Land Trust has COVID-19 precautions for both field and office work that all staff may be required to follow based on the status of the pandemic.

QUALIFICATIONS

Columbia Land Trust expects applicants will have skills and experience relevant to the work listed above. However, applicants are not expected to have experience in all tasks to apply for the position. The ideal candidate will value learning, is curious about nature and people, can translate science and community input into an actionable management pathway, has a good foundation in ecology, experience with natural area management and/or restoration, project management experience, problem solving skills, and an ability to work collaboratively with a wide range of partners. Columbia Land Trust is prepared to provide training to ensure qualified candidates have the skills to accomplish

the work safely and effectively.

To thrive in this job, the qualified candidate will have the following qualifications:

- A background in land stewardship, habitat restoration, biology, ecology, or traditional ecological knowledge, equivalent to ten years either through related experience and/or education/training
- An ability to prepare management plans, grant applications and reports, and other technical documents
- An ability to assess habitat conditions using general ecological knowledge and specific habitat assessment protocols, and to development and implement land management and restoration pathways
- Restoration project management experience including developing and managing project budgets, working with partners, developing and managing contracts project documentation, and public outreach
- An ability to identify plants and wildlife of the Columbia River region using dichotomous keys and field guide
- A willingness to obtain a pesticide applicator's license and chemically control weeds
- A strong capability for safely implementing field work under difficult conditions, often independently
- An ability to establish protocols and collect data for effectiveness monitoring and ecological monitoring such as native or invasive plant mapping, plant survival, stream channel dimensions, water quality, water levels, or wildlife presence
- An ability to communicate and collaborate effectively with staff, members of the public, contractors, agencies, and project partners in a variety of circumstances
- Strong organization skills to identify, prioritize, schedule, and prepare for work activities in coordination with other staff and a supervisor
- Competency with common computer programs, including Microsoft Word and Excel
- An ability to learn and use GIS, GPS, field data collection technology, and an online database
- The ability to collaborate with other staff in other offices, including regular email communications and participating in virtual meetings
- A desire to learn new skills and gain knowledge related to conservation land management.
- An ability to work productively with people from racially, culturally, and politically diverse backgrounds. Candidates must demonstrate a commitment to diversity, equity and inclusion through personal learning, implementing work practices that support equity and inclusion, and willingness to support the Land Trust's equity commitments
- Enthusiasm for conservation and the mission, goals, and values of Columbia Land Trust

Longer days and driving to remote locations are a regular part of this work. A valid driver's license is required and applicants who are offered a position will be asked to consent to a driving record review. The Land Trust provides mileage reimbursement for use of personal vehicles and has organizational vehicles available as needed. The Land Trust will provide emergency beacons for remote travel and has a notification protocol for working in the field independently. Herbicide application, ability to lift and carry materials up to 40 pounds, ATV and truck with trailer operation, and use of handheld power equipment will be required, with training and practice provided by Columbia Land Trust as needed.

SALARY AND BENEFITS

Columbia Land Trust offers a competitive salary, a comprehensive benefits package, and a supportive and positive work environment. The full salary range for this position is \$58,270 - \$81,578 annually. Based on our internal equity review and candidate's qualifications the estimated starting salary will typically be between \$58,270 - \$69,924 annually, depending on the candidate's qualifications and experience. The Land Trust benefits package includes paid vacation, holidays, and sick leave. Columbia Land Trust pays 100% of health and dental insurance premiums for three-quarter to full-time employees; voluntary benefits include a Section 125 - FSA and long-term disability. We also offer a match (up to 5% of annual salary) to our 401(K)-retirement plan. Healthy, happy staff are an important element of our success and we strongly believe in and support a work/life balance. The Land Trust offers a flexible work environment and is currently implementing a hybrid work schedule where employees can balance their work from home, the field and the office.

ORGANIZATIONAL COVID-19 VACCINATION INFORMATION

Columbia Land Trust requires its employees to receive the COVID-19 vaccination and booster and have practices in place to mitigate exposure. Reasonable accommodations will be made for individuals who are unable to receive the vaccine due to a medical condition or religious belief.

APPLICATION INSTRUCTIONS

To be considered for the coast and estuary natural area manager position, please send a cover letter, resume, and a list of three references to the email or mailing addresses listed below. We will not contact your references without notifying you first.

Please include the following in your cover letter:

- A description of your interest in, and relevant experience for, this position, and where it might fit within your career objectives; and,
- Your commitment to, and experience with, diversity, equity, and inclusion.

Applications for this position will be accepted through **September 25, 2022**. Review of applications will begin on August 29, 2022.

Applications can be submitted by email to jobs@columbialandtrust.org. Please include the position title in the subject of your email.

Or by mail to:

Ian Sinks, Stewardship Director Columbia Land Trust; 850 Officers Row Vancouver, WA 98661

Columbia Land Trust is an equal opportunity employer and does not discriminate in its selection of candidates for employment on the basis of race, color, national origin, religion, sex or sexual orientation, marital status, disability, age, military service, family medical history, legal source of income, gender identity, political affiliation, or family leave obligations.