

**Hunterdon Land Trust**  
**111 Mine Street, Flemington, NJ**

**Position: Part Time Land Steward, Non-exempt (approx. 30 hours/week)**

**Position Description**

The Land Steward reports directly to the Executive Director but works closely with the Director of Land Preservation. The Land Steward plays a critical role in caring for preserved lands through monitoring, maintaining public access, and managing ecological threats.

**Responsibilities**

Conservation

- Complete baseline reports of conditions on properties and easements targeted for preservation.
- Update management plans for Hunterdon Land Trust's preserves by assessing conservation values such as water quality, biological diversity and opportunities for appropriate public use.
- Implement stewardship initiatives in management plans, such as invasive species removals, tree plantings, erosion control, deer management, and mowing.
- Identify, monitor, and manage conservation threats on fee-owned properties such as overgrazing by deer, invasive plant species, erosion, insect pests, and harmful practices like dumping or off-road vehicle use.
- Coordinate monitoring of 13 conservation/agricultural easements and 12 fee-owned properties annually. Provide monitoring training to volunteers, employees and trustees as needed.
- Support land preservation activities through ArcGIS mapping.
- Participate in stewardship grant writing in conjunction with HLT's grant manager.
- Manage stewardship projects and administer project budgets.

Public Access - Improve public access opportunities as appropriate.

- Maintain trails (often with volunteer labor) and markings/signage.
- GPS trails and assist Director of Outreach with creation of map guides.
- Install signage and kiosks as needed.

Outreach and Education - Inspire County residents, trust supporters, and volunteers to be engaged stewards of the regional landscape.

- Lead hikes and work days to provide hands-on learning opportunities.
- Engage the community in land management; use properties as models to showcase responsible land stewardship and resource protection.
- Develop mutually beneficial partnerships with organizations that can provide volunteer labor (e.g. scouts, school clubs).

Essential Duties include lifting and carrying heavy equipment (minimum 50 lbs for 100 yards) and stewardship materials over rough terrain and steep slopes in all kinds of weather conditions.

### **Qualifications**

- Strong project management, interpersonal, and organization skills, attention to detail, and ability to prioritize
- Familiarity with GPS and mapping technologies; basic skills using ArcGIS software for mapping
- Knowledge of the ecology of the regional landscape and skills in field identification of flora and fauna, especially invasive species
- Leadership skills to manage stewardship events and volunteers effectively and inspirationally
- Physical capacity to complete labor in the field in many weather conditions
- Experience with using field tools, such as lawn mowers, safely
- Superior writing and oral communication skills
- Ability to work in a fast-paced yet collegial environment
- More than 5 years of experience or combination of experience and education in ecological management or related field
- Minimum of a Bachelor's Degree preferred

**Compensation:** HLT offers a competitive salary, benefits, and a flexible work environment.

**To Apply:** Please e-mail your resume and a cover letter that includes hourly compensation requirements to [judy@hunterdonlandtrust.org](mailto:judy@hunterdonlandtrust.org) by March 18, 2019. For more information, visit [www.hunterdonlandtrust.org](http://www.hunterdonlandtrust.org).