



BACK COUNTRY
LAND
TRUST

Title: Land Manager for Greater Alpine; Back Country Land Trust (BCLT)

Job Description:

This is a part-time 1099 contractor-based, hourly-paid job position. Work is largely on a project basis, intended to be funded at a target 60% by successful grant writing and the successful motivation of volunteers to conduct tasks where suitable. Land Manager's role is largely in managing sub-contracted work services and volunteers. Workers Compensation insurance and General Liability insurance will be provided.

Tasks are driven by the goals and objectives of a Board approved Work & Task Plan. The tasks are summarized briefly below:

- ✓ General Administration: Establish databases, general query response, coordination with Mountain Empire land manager, grant writing.
- ✓ Maintenance of BCLT-Owned lands: Graffiti removal, property checks for vandalism/encroachment, maintain facilities (gates, fences, signs, etc.).
- ✓ Management & Restoration of BCLT-Owned Lands: Survey and monitor species and habitats, restore native vegetation, remove invasive species.
- ✓ Outreach, Fund-Raising & Environmental Education: Solicit volunteers/donations, share valuable information to the community, assist with outdoor education programs.
- ✓ Regional Watershed Management (Grant Funded): Oversee the removal of invasive species (particularly *Arundo donax*) from private properties in the Alpine watershed.
- ✓ Fire Prevention on Community Lands (Grant Funded): Maintain defensible space around BCLT-owned properties and neighboring properties.

Applicant must be willing to work evenings and weekends. Applicant must be able to work outdoors on the land and in most conditions. This position reports to a Board Director of the BCLT.

The Land Manager provides resource management in accordance with the conservation values and regulatory requirements of each property, as well as the prioritized task management plan mentioned above. Properties are managed as individual entities with site-specific plans, reports, and budgets. The principal focus shall be on Wright's Field MSCP Preserve. The Land Manager oversees, and directly implements or facilitates all management activities on the properties from budgeting through planning to implementation and reporting.

There is a high degree of autonomy and responsibility associated with this position because BCLT's organizational structure focuses on property management objectives and outcomes, rather than high levels of administration and supervision.

Land Manager will provide brief reports to the Board, typically monthly. The focus of the report will be work measures conducted against specific tasks and towards work plan goals.

Required Job Qualifications:

- Minimum BA or BS
- Min. 3-5 yrs experience in environmental programs &/or land management
- Proficient with online content management, database maintenance, social networking
- **Successful grant writing and/or fundraising experience in the non-profit sector**
- Has own computer, high-speed internet connection, cell phone, and email
- Has home office and personal storage space for work materials and tools
- Excellent verbal and written skills and in webpage & social media communications
- Experience working with multiple stakeholders and community members
- Has current CA Driver's License
- Must have personal vehicle for work use (mileage reimbursed at federal rates)
- Physically able to hike and work outdoors in most all conditions on a variety of terrain
- Must be able to lift 50 pounds weight
- Knowledge of San Diego County's natural biological resources
- Must be able to use power tools, i.e. chain saw, power augers, weed whackers, etc.
- Comfortable using herbicides and agreeable to training & licensing
- **Ability & experience to organize & efficiently direct subcontract & volunteer work crews in a variety of outdoor settings in an imperative**

Preferred Job Qualifications:

- Current QAC or QAL license

Compensation:

- \$24.00 per hour 1099 contract hourly wage; with bi-annual performance reviews. Wages are paid monthly, by the first week of each month; to approved submitted timesheets & invoice.
- 2 weeks paid vacation per year
- 8 paid holidays per year - New Year's Day, Presidents Day, Martin Luther King Jr. Day, Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas
- Expected annual work hours are 1,475 per year
- Compensated vacation & holiday days are 144 man-hours per year
- Monthly billable hours are to be submitted at .5 hour increments with average monthly hours being 135 hours or less inclusive of time-sheet reported paid holidays.

Mileage Reimbursement at federal mileage rate submitted monthly with master invoice

Permits/Licensing will be provided at the BCLT's costs.

Changes in Priorities, Tasks & Measures will be considered by the Board as needs may evolve.

If interested, please email backcountrylandtrust@gmail.com with your resume, a cover letter, and 3 references. This position is open until filled.