

CONSERVATION FLORIDA

PRIVATE LANDS STEWARDSHIP MANAGER

Job Location: Northern Everglades Region covering the Avon Park Sentinel Landscape, serving Polk, Highlands, Okeechobee, and Osceola Counties – Northern Everglades, Florida

Salary: \$50,000 - \$60,000 DOE

Benefits: Health Insurance, Dental, Vision, 401(k) Retirement Plan, Generous PTO and Holidays

Full-time: Exempt

Timeline: Open until filled

ABOUT CONSERVATION FLORIDA

Conservation Florida is a statewide accredited land conservancy with a mission to save Florida's natural and agricultural landscapes for future generations. Our conservation projects support Florida's native plants and wildlife, fresh water, the protection of the Florida Wildlife Corridor, family farms and ranches, the economy, and nature-based recreation. Since our founding in 1999, Conservation Florida has prioritized strategic and evidence-based land protection and has saved over 35,000 acres of critical habitat through acquisition, facilitation, and incubation of conservation projects.

We save land by developing conservation strategies, exploring funding sources and purchasing or accepting donations of land and conservation easements. Our other services include providing expertise to guide landowners through the land protection process, serving as a trusted community partner to support statewide land conservation and promoting land conservation through effective education and advocacy. Our vision is large-scale, and we are 100% committed to conservation in the state of Florida – for nature, for people, forever!

JOB DESCRIPTION

Are you seeking meaningful work, personal growth, and the chance to make a lasting impact on Florida's wild lands? Conservation Florida invites you to apply for a new, grant-funded position that will accelerate conservation land management in the Northern Everglades. **This role will focus on connecting landowners and land management practitioners with available resources and cost-sharing programs aimed at improving habitat throughout the Northern Everglades and Avon Park Air Force Range Sentinel Landscape region.** The ideal candidate will be able to demonstrate leadership skills, manage all the details of starting a new program, and thrive in a fast-paced, flexible work environment. In addition to great benefits, you will have the opportunity to be a part of a friendly team and interact with a variety of partners to facilitate implementation of large-scale land management activities on privately-owned land within the project area.

RESPONSIBILITIES

- Develop and implement land management strategies and projects per the goals and objectives outlined in the grant.
- Collaborate with government agencies, nonprofits, landowners, and other organizations to ensure effective coordination and cooperation in all land management initiatives.
- Schedule meetings with landowners and project partners
- Coordinate applicable management activities within the Northern Everglades ecosystem.
- Help secure necessary permits and approvals for land management activities.
- Manage and oversee contractors, volunteers, and staff involved in land management projects, ensuring adherence to project timelines and budget constraints.

CONSERVATION FLORIDA

- Assist in developing and managing budgets for land management activities, ensuring proper allocation of resources and responsible financial stewardship.
- Monitor and document the progress of land management projects and prepare reports for grant compliance purposes.
- Stay up to date with relevant regulatory requirements and best practices in land management and conservation
- Represent the organization at meetings, conferences, and public events, promoting the importance of land management efforts in the Northern Everglades region.
- Maintain strong relationships with stakeholders, including community members, landowners, governmental agencies, and conservation groups, fostering collaboration and support for cost-sharing land management initiatives.
- Coordinate task completion, work orders, cost estimates, and resource requirements for each planned project.
- Set project performance goals and measure/evaluate the effectiveness of prescribed solutions.
- Monitor the work of field crews.
- Maintain a project file for each participant in the program, including site maps, task descriptions, contract documents, cost spreadsheets, maintenance records, photographic records, and reports.
- Assist with programmatic plans, work plans, and budgets to guide the implementation of management projects.
- Prepare reports on all activities and outcomes, providing periodic reports.
- Provide technical review, comments, and input to various natural resource plans to ensure alignment with management goals and cost-share programs.
- Assist in the preparation and presentation of educational and outreach materials to participating landowners, promoting the importance of management efforts and encouraging their active involvement.
- Coordination with the Conservation Florida land protection team for landowner communications.
- Help identify other sources of funding for land management programs.

MINIMUM QUALIFICATIONS

- Bachelor's degree in environmental science, agricultural science, or ecology preferred, or combination of education, training and experience.
- Minimum of 3 years of experience in land management, ecological management, or a related field.
- Proficient in GIS, and Office 365
- Excellent interpersonal skills, admin skills, and writing
- Grant preparation experience
- Proven track record in successfully managing grant-funded projects.
- Strong knowledge of the Northern Everglades ecosystem and its unique challenges and opportunities for land management.
- Excellent project management skills, including the ability to develop and execute work plans, manage multiple priorities, and meet deadlines.
- Effective communication and interpersonal skills, with the ability to collaborate and build relationships with diverse stakeholders.
- Proficient in data collection, analysis, and reporting, with the ability to synthesize complex information into clear and concise reports.
- Working knowledge of relevant environmental regulations and permitting processes.

CONSERVATION FLORIDA

- Ability to work independently as well as part of a team in a fast-paced and dynamic environment.
- Passion for environmental conservation and commitment to the management and conservation of natural habitats.
- Experience with FSA and NRCS landowner programs.

HOW TO APPLY

- Please submit your resume, cover letter, and three references [here](#).