

HCLT Stewardship Associate Job Description

November 5, 2021

Qualifying Skills:

- Capability to do physical labor including (but not necessarily limited to): trail building; haul tools and materials; maneuver in steep and/or rocky terrain, lifting at least 50 lbs, etc.
- Capable of taking direction, working with others, and working autonomously safely.
- Capable of directing others to complete tasks, including volunteers and AmeriCorps members.
- A Bachelor's degree in Environmental Science, Conservation, Forestry, Natural Resource Management, Biology, or a similar field.

Additional Qualifying Factors (not required, but are helpful):

- Proficiency in computers, GIS, GPS, or similar systems.
- Training in pesticide application, chainsaw, wilderness first aid, wetland delineation, prescribed burning, property surveying, forestry, natural resource management, biology, and/or similar fields and activities.
- Knowledge of Southern Appalachian flora, fauna, and/or natural communities.
- Passion for conservation, preservation, and/or protection of open spaces and wild lands.
- Experience in leading volunteers, trail building, habitat restoration, property management, and/or invasive species management.
- Experience in conflict resolution.

The Stewardship Associate position is tasked with leading HCLT's conservation easement monitoring, and in helping the Stewardship Coordinator/Director and Executive Director with other stewardship activities, including but not limited to trail building and maintenance, invasive species control, and habitat management. Applicants must be willing and able to work outdoors, sometimes in inclement weather. Typical work includes, but is not necessarily limited to:

Primary Responsibilities

- Leading conservation easement monitoring;
- Maintaining HCLT conservation easement document records;
- Interacting with landowners, property caretakers, and neighbors about conservation easement monitoring, reserved rights requests, property and easement violations, and other necessary contacts;
- Report property issues and violations to the Stewardship Coordinator/Director.

Other Responsibilities in Assisting the HCLT Stewardship Director

- boundary marking, inspections, and maintenance;

- developing and implementing property management plans;
- trail building and maintenance;
- invasive species control efforts;
- habitat restoration and rehabilitation;
- interacting with the public on HCLT public properties and trails;
- coordinating with other groups and individuals on land management-related projects;
- maintaining property records and geo-databases;
- helping other HCLT staff with unrelated tasks when necessary;
- and other duties as assigned.

Qualified applicants must be willing and able to:

- work in rugged conditions and terrain;
- work safely alone and with others;
- sometimes work odd hours, including periodically on evenings and weekends;
- learn necessary skills to accomplish their job;
- possess a valid North Carolina driver's license
- and do the work necessary to accomplish the position's responsibilities.