



POSITION DESCRIPTION

Land Steward – Western Riverside County & Orange County California

Reports to: Regional Preserve Manager – Orange & Riverside Counties
Location: French Valley, Murrieta, Temecula, Aguanga, Lake Elsinore, Perris, Dana Point, San Juan Capistrano, Fullerton, and San Clemente California
Type: Temporary Full time – est. 40 hours weekly (1.0 FTE): Non-exempt (hourly)
Compensation: \$17.00 - \$20.00 / hour - DOE; with benefits
Period: January 2021 - September 2021

Application Deadline: Open until filled; for fullest consideration please apply no later than December 7, 2020

About the Center for Natural Lands Management

The Center for Natural Lands Management (CNLM) is a nonprofit 501(c) (3), organization created in 1990 with the mission of perpetual stewardship of conservation lands, sensitive species, and their habitats. Currently, CNLM has over 100 preserves throughout California with new preserves added regularly. The preserves vary in size from three to over 20,000 acres and are managed under direct ownership, conservation easements, or management contracts. Central to CNLM's mission and fundamental to its success are the principles of rigorous cost estimation for managing conservation areas in perpetuity and application of appropriate scientific information for conservation and restoration. For more information, visit our website: www.cnlm.org.

In Western Riverside and Orange Counties, CNLM owns and/or manages 14 preserves ranging from 30 to 1,120 acres, five of which are closed to public access and nine that have trails for public use. The preserves were created to protect endangered and threatened species, rare plants, and sensitive habitat.

Essential Functions

CNLM seeks a full-time seasonal Land Steward for work in southwestern Riverside and Orange Counties, California. The Land Steward will work closely with the Regional Preserve Manager and Orange County Preserve Manager, with work that is largely field based. The Land Steward's role is primarily to protect CNLM nature preserves and participate in various biological monitoring and management activities, and thus, help fulfill the mission of CNLM. The Land Steward will typically be in the field 90% of their time and 10% in the office. The position entails occasionally working in the evenings and early mornings. The position requires a willingness to work on Saturdays, Sundays, and holidays, at odd or irregular hours, and under adverse weather conditions. The Land Steward will be required to use herbicides to treat non-native plant species using

backpack sprayers and spray bottles. Therefore, applicants should be comfortable working with herbicides or willing to be trained. In addition, the Land Steward needs strong interpersonal skills to communicate with CNLM staff as well as with the interested public. The Land Steward should have the ability to travel to the work sites independently and work in an outdoor environment with a variety of habitat types and terrain in various weather conditions.

CNLM will pay the costs of all necessary supplies and materials. A truck may be provided at CNLM's discretion. A computer and other office supplies will be provided. Communication with supervisors is typically through use of email and cell phone; therefore, the position requires home internet access. A cell phone and office stipend will be provided.

Responsibilities

Responsibilities will include but not necessarily be limited to:

- Removing non-native plant species using hand tools, weed whacker, chainsaw, tractor, and/or herbicide
- Conducting biological monitoring activities, such as animal and plant surveys, vegetation transects/habitat monitoring, and focused species surveys
- Assist in performing conservation easement monitoring activities
- Patrolling and enforcing preserve and trail rules, monitoring for trespass, interacting with trespassers, and coordinating with local police
- Picking up trash, installing and mending fences and gates
- Assist with mowing fuel breaks
- Maintaining trails
- Posting signs and kiosk information
- Interacting with public, conservation partners, easement holders, and other parties who use or work on the preserves
- Coordinating schedule and activities with supervisor and other CNLM staff
- Entering and compiling data, with the possibility of analyzing data
- Assist in compilation of annual reports and work plans
- Fulfill other duties as assigned

Requirements

- A Bachelor's degree with specialization in Biology, Environmental Studies, or a related field with 3 to 5 years of related experience
- Responsible and reliable work ethic
- Strong interest in natural resource conservation, especially small populations and threatened and endangered species
- Knowledge of California native plant species
- Experience with or willingness to learn the safe and efficient use of herbicides
- Ability to hike through a variety of habitat types and terrain, walking over uneven ground, climbing over obstacles, and accessing remote locations
- Ability to occasionally lift, position, or otherwise move objects weighing up to 50 pounds
- Working knowledge of Windows XP operating system and PC applications such as Microsoft Office Suite
- Ability to conduct work from a home (or other) office with internet connection

- Ability to understand and work towards given objectives with minimal oversight; having the maturity and discretion to seek advice and guidance when needed and appropriate
- Excellent communication skills
- Cordial and calm demeanor when interacting with co-workers, partners, and the public
- Current / valid driver's license with a good driving record
- Applicant must be able to pass a background check (administered after position is offered)

Desirable Qualifications

- Experience with ESRI ArcGIS preferred
- Experience operating 4WD vehicles
- Experience in vegetation monitoring methods, including point-intercept
- Experience in monitoring, management, or research of natural resources
- Experience with analysis of biological data preferred
- Map reading and orienteering skills
- Familiarity using GPS technologies in the field

Working Conditions

- Required to wear CNLM identification. At a minimum, this includes a CNLM hat and t-shirt (provided);
- Regularly required to hike through a variety of habitat types and terrain, walking across uneven ground, climbing over obstacles, and accessing remote locations, often while carrying equipment and gear;
- The majority of the position involves outdoor working conditions;
- Communication with supervisors is typically through use of email or telephone;
- At commencement of work, the successful applicant is expected to work an average of 40 hours per week. Schedule and workdays may vary over time.

Compensation

Commensurate with experience, CNLM is committed to offering a competitive hourly wage.

To Apply:

Qualified applicants must provide a detailed letter of interest, current resumé or curriculum vitae, and three professional references (names, affiliations, and contact information only). All applications will be acknowledged.

Email these materials to:

careers-landsteward@cnlm.org

If email is not possible, the application can be mailed to:
 Center for Natural Lands Management
 Attention: Human Resources
 27258 Via Industria, Suite B
 Temecula, CA 92590

CNLM is an Equal Opportunity employer. Personnel are chosen on the basis of ability without regard to race, color, religion, sex, national origin, disability, marital status or sexual orientation, in accordance with federal and state law.

The above statements are intended to describe the general nature of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities. CNLM management reserves the right to amend and change responsibilities to meet business and organizational needs as necessary.

This position description does not constitute an employment agreement between the CNLM and the employee and is subject to change by CNLM as the needs of the CNLM and requirements of the job change.