

# Center for Natural Lands Management

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## POSITION DESCRIPTION

### Preserve Manager – Panoche Valley

Reports to: Regional Preserve Manager – Central Valley  
Location: San Benito/Fresno Counties, California (e.g., Fresno, Hollister, etc.)  
Position: Permanent / Full-time (1.0 FTE); Exempt (Salaried)  
Compensation: DOE; Benefits  
Application deadline: Open until filled, but for fullest consideration please apply no later than September 14, 2018.

The Center for Natural Lands Management (CNLM) is a nonprofit 501(3)(c) organization, created in 1990, whose mission is the perpetual stewardship of natural and created conservation lands, sensitive species, and their resident ecosystems. 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. Stewardship activities are currently divided between California and Washington. Currently, CNLM is headquartered in Temecula, CA.

CNLM is culturally significant in its focus on high-value and vulnerable species, small populations, and sensitive habitats. Such responsibilities require stewardship staff with a strong background in natural sciences, the ability to apply principles from conservation biology with experienced discretion, and a passion for contributing to conservation success through long term, on-the-ground, management. To fulfill its conservation mission, CNLM has a well-established practice of selecting for and investing in excellent staff. In California, because of the geographic distribution of its preserves, staff are widely distributed, and business is conducted with a virtual office model. Most staff, including most senior staff, maintain home offices and communication is more often by phone and email than by in-person meetings.

In the State of Washington, CNLM's South Puget Sound Program focuses on conservation of the rare prairie and oak woodlands of Cascadia, especially those lands and habitats within the South Puget Sound Region. In that Region, the Program aims to protect, restore habitats, and support recovery of rare species that are candidates for federal listing.

Currently in California, over 80 preserves, encompassing approximately 60,000 acres throughout the state, are within CNLM's portfolio, with new preserves added regularly. The preserves vary in size from three to thousands of acres and are managed under direct ownership, conservation easements, or management contracts. For purposes of organizational structure and oversight, CNLM's California preserves are organized into (currently four) regions: Northern California, Central California, Orange/Riverside Counties, and San Diego County.

CNLM's Central California Region (defined latitudinally as roughly Fresno County to northern Los Angeles County) is both a region in which CNLM has a long history of stewardship as well as one of recent and substantial expansion in CNLM's conservation portfolio. Currently in the Central California Region, there are seven preserves with individual preserve sizes between 40 and 25,000 acres, distributed among Kern, San Benito, Fresno, Los Angeles, and Tulare Counties. The largest of these—the Panoche Valley Preserve (Preserve)—has recently been acquired (in fee) by CNLM. A conservation easement over the Preserve is held by another entity. This 25,000-acre preserve is in San Benito and Fresno Counties and is composed of three adjacent ranches representing intact ecosystems and viable populations of rare and listed species.

Every CNLM preserve within this portfolio is managed by a CNLM Preserve Manager who conducts all

planning, budgeting, and stewardship activities. In this case, the Preserve is sufficiently large and demanding in its management that there will be two preserve managers. One is currently already in place and employed by CNLM. This position description serves the purpose of attracting individuals who are potential candidates for the second position of Preserve Manager – Panoche Valley (hereafter, Preserve Manager). The two preserve managers will work together as peers, and with the support of the Regional Preserve Manager for Central California, in conducting all the management and monitoring activities needed to protect and conserve the Preserve.

The Preserve Manager will be responsible for managing the Preserve at both landscape and population levels. The most common vegetation type on the Preserve, approximately 75%, is annual grassland, followed by ephedra shrubland and saltbush shrubland. Other habitat types include juniper woodlands, oak woodlands, riparian, ponds, and vernal pools. The listed species that are the focus for conservation include San Joaquin kit fox, San Joaquin antelope squirrel, blunt-nosed leopard lizard, giant kangaroo rat, and California tiger salamander. Other sensitive or listed species that will benefit from stewardship on this Preserve include California condor and several branchiopods species such as vernal pool fairy shrimp and possibly longhorn fairy shrimp, conservancy fairy shrimp, and vernal pool tadpole shrimp.

Stewardship activities include occasional restoration or enhancement of shrublands; integrated pest management including chemical control of exotics if needed and grazing management; biological monitoring; revising management plans; preparing annual budgets, work plans, and reports; and active engagement of regulatory agency personnel and other collaborators and contractors needed for specialized services. Grazing is an important means of vegetation management and the Preserve Manager will work with the Regional Preserve Manager and the grazing lessees to achieve appropriate vegetation structure while providing appropriate conditions for cattle.

The Preserve Manager will provide resource management in accordance with the conservation values and regulatory requirements of the Preserve, CNLM's stewardship standards and practices (which also reflect and exceed Land Trust Accreditation Commission standards), and the Preserve Management Plan. This position requires maintenance of a home office for which CNLM provides a stipend. A company vehicle may be provided at management's discretion. There is a considerable degree of autonomy (and responsibility) associated with this position because of CNLM's organizational structure which focuses on preserve management rather than high levels of administration and supervision. Supervision will be provided by the Regional Preserve Manager – Central California and by the Director of Conservation Science and Stewardship. In addition to the management of the Panoche Valley Preserve, the Preserve Manager will contribute to CNLM's expertise and documentation of 'best management practices' for managing grassland, shrubland, and wetland habitats, and rare and protected plant and animal species. The Preserve Manager will participate in internal and external stewardship and conservation science events and, as needed, participate in the acquisition of new preserves.

## **RESPONSIBILITIES**

- Provide stewardship for the Panoche Valley Preserve including planning, management, enhancement, monitoring, reporting, budgeting, grazing management, and other activities
- Monitor occurrences and populations of native, listed, and exotic species of plants and animals
- Carry out specific preserve management activities such as vegetation management, RDM monitoring, maintaining and repairing fences and posting signs, patrolling and enforcement (of easement conditions), and preparing scopes of work and contracts for specific services as required for appropriate stewardship and as allowed by preserve budgets
- Review monitoring protocols, analyze and interpret the results of monitoring activities, and incorporate this information into management activities and plans
- Develop and maintain a permanent record of preserve activities, decisions taken, and preserve conditions
- Participate in planning and community meetings as a representative of CNLM and lead public outreach and education efforts, as appropriate

- Prepare and implement annual work plans, budgets, and reports
- Identify any additional (beyond provided budget and work plan) important activities, develop plans, and participate in efforts to acquire additional resources
- Work collaboratively, productively, and professionally with the second Preserve Manager, the Regional Preserve Manager, the Director of Conservation Science and Stewardship, and other CNLM staff
- Participate in acquiring new CNLM preserves which includes conducting PAR3© (Property Analysis Record) analyses on new properties and conducting associated field surveys and due diligence
- Work professionally and effectively with CNLM grazing lessees, resource agencies, consultants, project proponents, and other conservation organizations
- Fulfill other duties as assigned.

## **REQUIREMENTS**

- Master of Science (or Arts) degree (strongly preferred) in Natural Resource Management, Biology, Wildlife Ecology, Range Ecology, Botany, or related field; or compelling evidence of equivalent experience and self-education that would result in understanding of core principles and ability to use statistical, preserve design, ecological, and genetic principles in preserve stewardship and decision-making
- Relevant experience in land stewardship, including application of good management practices, restoration, and management of rare or fragile species; at least three years of such experience is desirable
- Experience in management of California grassland or shrubland habitats is desirable
- Strong background—from formal education, experience, or a combination—in ecology, with an emphasis in plant and/or wildlife biology or range management, is highly desirable
- Knowledge—identification, life history characteristics, management—of central California native plants is highly desirable
- Excellent communication skills; ability to write professional stewardship-related plans, reports, and other documents
- Demonstrated effectiveness in working collaboratively and professionally representing CNLM at public and client meetings
- Ability to professionally and safely de-escalate and resolve argumentative situations with trespassers if they are encountered on the Preserve
- Proven self-starter, able to work efficiently and effectively with minimal supervision, and able to appropriately use initiative to meet habitat management goals; seeking advice and policy guidance when needed and appropriate
- Able to quickly learn and effectively use the PAR3© (Property Analysis Record) software, including the due diligence required for proper application of this financial tool
- Able to prepare annual budgets and manage Preserve activities within them
- Able to structure time effectively and meet deadlines
- Ability to operate from a home office, to provide a safe location for a CNLM vehicle if one is provided, and to make efficient use of the limited funds available for

transportation in traveling to/from the Preserve and conducting other work-related responsibilities

- Working knowledge of GIS and GPS technologies and associated software and a working knowledge of Windows operating systems and PC applications such as Microsoft Office Suite; familiarity with statistical analyses and associated software is desirable
- Must have and maintain a valid driver's license and safe driving record
- Understanding of basic statistical principles for designing monitoring protocols, simple field trials, and analyzing resulting data is highly desirable
- Familiarity with federal, state, and local environmental legislation and codes such as the California and Federal Endangered Species Acts and ability to work with appropriate discretion in a context involving listed species and regulatory requirements
- Possession of US Fish and Wildlife Service permit to monitor any of the listed wildlife species found on the Preserve or the ability to quickly acquire the skills and experience that would lead to acquiring such permit is desirable.

## **WORKING CONDITIONS**

- Regularly required to hike through a variety of habitat types and terrain, walking over uneven ground, climbing over obstacles, and accessing remote locations
- Regularly sits or stands at a desk or computer workstation
- Regularly required to operate a CNLM 4x4 vehicle to conduct stewardship responsibilities (this may include a truck and an all-terrain vehicle (ATV))
- Frequently works in an environment that involves overseeing grazing lessees or contractors, working closely with other CNLM staff, managing public involvement, negotiating projects with regulatory agencies and others
- Some evening and weekend responsibilities required, including travel
- Timing of work may be related to biological windows, fiscal deadlines, Board meetings, legal commitments, or other defining timeframes. As such, periods of heavy workload may occur.
- Occasionally may be required to use or supervise the use of pesticides and or other chemical substances
- Occasionally required to use or supervise the use of powered equipment such as weed trimmers and chain saws
- Occasionally lifts, positions, or otherwise moves objects weighing up to 50 pounds.

The working conditions described here are representative in part of those that will be encountered by an employee in this position. Reasonable accommodations may be made to enable individuals with disabilities to successfully function in these working conditions.

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*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.*

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

*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.*

***Position open until filled***

**TO APPLY:**

Qualified applicants must provide a letter of interest, a detailed resumé, and two examples of written communication for which the applicant was the sole or senior author (such as a report or publication).

**Electronic submissions strongly preferred.**

Email or mail these materials to:

[careers-pm@cnlm.org](mailto:careers-pm@cnlm.org)

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