



### Project Manager/Conservation Manager

The San Diego Habitat Conservancy (SDHC) is looking for candidates for the position of Project Manager/Conservation Manager in our San Diego office. SDHC is a 501(c)3 non-profit, nationally accredited land trust that currently manages 26 open space preserves throughout San Diego County. The Mission of SDHC is to conserve and manage sensitive habitats and species while inspiring land stewardship through education and outreach.

The position of Project Manager/Conservation Manager will assist or lead the following efforts:

- Oversee existing long-term management of open space preserves including budgeting, scheduling, field activities, staff field personnel, and contractors.
- Draft Estimates for Long-term Management, Conservation Easements, and Operating Agreements.
- Produce annual reports and other project documentation.
- Assist with the development, training, and management of staff and volunteers
- Other duties as they arise related to project development, Conservancy operations, and staff and client development as determined by the Executive Director.

The position is full-time salary for 40 hours per week.

Background should be in environmental planning, conservation, biological resources, or similar field. Experience in project management is mandatory. It is envisioned that this position will spend approximately 75 percent of the time in the office and 25 percent in the field, subject to seasonal fluctuations. The candidate will have 5 years of experience in the field and have strong skills in oral and written communication, problem solving, planning, and anticipating challenges.

The Project Manager/Conservation Manager will report to the Executive Director and be relied upon for effective management of projects and performing a variety of tasks related to securing new preserves for management.

A willingness to assist the growth of SDHC and support the Mission of SDHC is a must. Salary to be commensurate with experience and ability. Employee benefits include paid time off, holidays, and health insurance. For more information about SDHC, visit our website at [www.sdhabitat.org](http://www.sdhabitat.org).

Interested candidates should submit a resume and cover letter to Don Scoles, Executive Director, at [dons@sdhabitat.org](mailto:dons@sdhabitat.org) by November 19, 2018.

