Stewardship Coordinator
Job Description

You are a detail oriented natural resource professional who loves the outdoors and working with volunteers and youth. You have a diversity of skills such as heavy manual labor, trail work, ability to operate hand tools and small equipment. You might have habitat enhancement experience in rangeland or wetland environments, and you are looking to put your skills to work in a way that leaves a lasting legacy of nature for future generations. If this sounds like you, keep reading. We may have your dream job ready.

Land Trust of the Treasure Valley is a non-profit land conservation organization working to conserve nature close to home for people and wildlife. The Land Trust identifies lands with special natural, scenic, recreational and agricultural values, and works with willing landowners, agencies and citizens to conserve these lands through acquisition, easement, education, and good stewardship.

Land Trust of the Treasure Valley seeks a seasonal Stewardship Coordinator to conduct land restoration and trail maintenance projects in partnership with other entities with an emphasis on using volunteers.

There is a potential for the position to pick up again in the fall or become full time. The position will report to the Executive Director.

The job will be **30-40 hours per week** with a pay rate of **$15-$18 / hour** depending on experience.

The starting date is around February 15, 2019. The season will end about May 31st or as determined between the candidate and the Director. Dates can be flexible depending on candidate.

Primary Duties:

Land and Trail Stewardship Coordination

- Performs all facets of trail maintenance in a variety of weather conditions.
- Conducts weed control and habitat plantings in foothills and along river.
- Works with schools and students to propagate and plant native species.
- Skilled at using hand tools, chain saw, rock drills, skill saw.
- Tracks work and progress on maps and reports.

Volunteer Coordination:

- Organizes volunteer trail maintenance and habitat enhancement projects from start to finish, working with outside agency staff and volunteers.
- Works with LTTV staff to recruit and communicate with volunteers through online sign up system. This includes writing project summaries and thank you messages to volunteers and sponsors, setting up online sign in, and getting liability waivers signed.
- Conducts all facets of projects in a safe and efficient manner.

Kids and Nature Education Program support:

- Coordinate with agency professionals for Wild Outdoor Week during late March, Spring break week.

Additional Responsibilities

- Participates in various events hosted by the Land Trust or others to communicate our programs and build a list of volunteers.
- Utilizes social media, email for communicating opportunities and results.
- Manages the tool cache and conduct necessary repairs.
- Communicate with partners about the various projects, dates, travel sites, goals, staffing, and other specific expectations.
- Recruits and works with interns.
- Conducts all facets of projects in a safe and efficient manner.

Preferred Qualifications

- Degree in ecology, biology, botany, recreation management or other similar science is preferred.
- Experience in conducting trail maintenance, habitat restoration or enhancement projects in upland or riparian environments.
- Capable computer skills, familiarity with google suite preferred.
- Detail oriented educator who knows their way around tools and equipment while being able to keep kids' attention.
- Works well in a team environment.
- Must be comfortable working long hours in the outdoors in all types of weather.
- Able to carry 30lbs and use hand tools.
- GPS skills a plus but not required.
- Valid Idaho Drivers License required.

How to Apply

Send a resume, cover letter and references to:
contact@lttv.org

Applications accepted through January 21st.