



## Position Title: Restoration Manager

Reports to: Stewardship Director

Status: 1 FTE, exempt

### **POSITION SUMMARY**

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#### **About Greenbelt Land Trust**

Greenbelt Land Trust is an accredited land trust based in Corvallis, Oregon. Our mission is to protect native habitats, working lands, and lands of natural beauty which provide a connection to the natural world for mid-Willamette Valley residents. Since 1989, we have protected over 3,700 acres of native prairies, forests, floodplain habitats and working lands through conservation easement and acquisition.

Our vision is a thriving, healthy environment for all. We believe that by protecting and taking care of natural lands, we will all be better off. Our air and water will be cleaner, our fish and wildlife more abundant, our working lands more productive, and our communities, families, and children will be healthier. That's our mission and the vision that we've been making a reality for 32 years in the Mid-Willamette Valley.

#### **The Role of the Restoration Manager**

This job will give you the opportunity to leave a lasting legacy on some of the most important habitats in the Willamette Valley. The Restoration Manager will continue to build upon a successful habitat management program that actively creates and restores native plant communities and sustains rare wildlife species. This position will lead complex restoration projects in prairie, wetland, and woodland habitats. You will be a member of Greenbelt's Stewardship Team which includes a Director, two part-time Coordinators, and seasonal employees who collectively manage 3,700 acres of protected habitat. The Restoration Manager will lead projects that are already underway, but will be expected to secure new funding for future projects by drawing on Greenbelt's track record of writing successful grants. Therefore the Manager needs to have great writing skills, since you will also be responsible for writing annual reports and submitting regulatory permits. You will need the ecological background that will enable you to tour a property, develop a plan for managing the habitat, and effectively communicate that plan to a seasonal equipment operator that you will supervise, as well as to contractors and landowners. To be successful in this role you should have technical skills in plant identification, vegetation management, and seed establishment. You will need to be familiar with and occasionally operate restoration equipment such as tractors, sprayers, and large trucks.

All positions at Greenbelt Land Trust are active in the organization's commitment to equity, diversity, and inclusion (EDI), and will participate in efforts to integrate the values of EDI into Greenbelt's daily operations and program governance.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

### Ecological Restoration and Habitat Maintenance (85%)

- Lead the development of land management plans
- Plan and implement complex projects to restore habitat and ecological processes by preparing work plans, contracts, proposals, permits, budgets, and deliverables
- Secure funding by writing successful grant proposals
- Monitor rare plant and animal populations
- Collaborate with partners to promote conservation of rare species across the Willamette Valley
- Maintain restoration and management records and data
- Operate, maintain and oversee the repair of GLT owned equipment with an emphasis on safety
- Apply herbicides safely and effectively, according to labels, laws, and best practices
- Hire, schedule, and supervise contractors
- Recruit and supervise seasonal employees
- Collaborate and assist landowners to ensure effective habitat management
- Pursue professional development by reviewing literature, attending workshops, or classes

### Stewardship (5%)

- Assist with leading tours and public events
- Assist with annual property and conservation easement monitoring
- Perform basic maintenance (e.g., fence repair, removing hazard trees, trash removal etc.)

### Land Conservation (5%)

- Assist with the review of new land conservation projects
- Prepare property baseline condition reports

### Organizational (5%)

- Assist GLT staff with fund raising, events, and general operations
- Participate in organizational planning initiatives and trainings

## **SUPERVISORY RESPONSIBILITIES**

This job directly supervises one seasonal habitat technician.

## **QUALIFICATIONS**

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1. Training / education in ecological land management
2. Experience managing habitat restoration projects
3. Proven record writing grant proposals and/or reports
4. Advanced plant identification skills
5. Experience coordinating contractors, work crews, staff
6. Working knowledge of herbicides and their safe use
7. Familiarity with heavy equipment and how it is used to manage habitat
8. Demonstrated commitment to promoting and enhancing diversity, equity, and inclusion
9. Demonstrated ability to work collaboratively, accept responsibility, and motivate others
10. Adept at providing and receiving constructive feedback
11. Proficient in Microsoft Office
12. Problem-solving and organizational skills with attention to detail and recordkeeping
13. Must have a valid driver's license and ability to obtain a CDL within 6-months
14. Ability to traverse a minimum of one mile on and off trail over uneven terrain
15. Ability to lift up to 50 lbs

**Working conditions**

1. Comfort working remotely, in an office setting, and outdoors in all weather conditions
2. Ability to occasionally work evenings, early mornings, or weekends during critical periods

**PREFERRED**

1. Comfort with public speaking
2. Experience using GIS
3. Familiarity with non-game wildlife

**COMPENSATION**

Starting salary range is \$50,000 - \$55,000 DOE. Greenbelt Land Trust provides a group health plan, dental, vision, and short and long term disability benefits, retirement, and generous paid time off. This is a full-time exempt position, based in Corvallis, Oregon. Greenbelt Land Trust is an equal opportunity employer. We are committed to a diverse and equitable workplace and encourage people from underrepresented groups to apply.

**TO APPLY**

With 'Restoration Manager' in the email subject line, email a one-page cover letter\*, resume, contact information for three references, and a 250 word statement on why equity is an important value in your personal and/or professional life to:

[jobs@greenbeltlandtrust.org](mailto:jobs@greenbeltlandtrust.org) (Applications are only accepted electronically)

**Deadline: April 6<sup>th</sup>, 2021.** Application review will begin April 7, 2021, but the position will remain open until filled.

\*Your application will be ranked based on your strengths in the following categories, so please specifically address these points in your cover letter.

1. People skills. Your ability to work cooperatively with diverse partners to achieve shared goals.
2. Professional writing skills for grant proposals, reports, or permit applications.
3. Plant identification, vegetation management, and native plant establishment.
4. Familiarity with restoration equipment such as tractors, herbicide sprayers, seeders, etc.