

# MOJAVE DESERT LAND TRUST

## CONNECT WITH THE DESERT YOU LOVE

P.O. Box 1544 • 60124 29 Palms Hwy • Joshua Tree, CA 92252  
Ph 760.366.5440 • Fax 888.869.4981 • www.mdlt.org

### Job Description: Land Stewardship Supervisor

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**Employment Status:** Regular/Full Time/Non-Exempt/Hourly - \$19-23 (DOE)

**Reporting Structure:** Conservation Director

**Benefits:** Associate shall receive: 11 paid holidays, health insurance stipend or DCA (Dependent Care) allotment, the option to participate in the company 401K retirement plan with company match of employee's contribution up to 3%, health and personal time off as described in the personnel policy handbook.

The Mojave Desert Land Trust (MDLT) is a nonprofit 501(3)(c) organization, created in 2006, whose mission is to protect the Mojave Desert ecosystem and its scenic and cultural resource values. The work of MDLT aims to ensure stewardship and preservation of our ecologically sensitive desert lands and habitats in tandem with the many ways to enjoy and experience these unique places.

Central to the MDLT's mission and fundamental to its success is the ability to acquire, care for, and convey lands that are essential in maintaining, creating, and expanding wildlife linkage corridors and protecting our public lands for the next generations in line.

#### Position Summary:

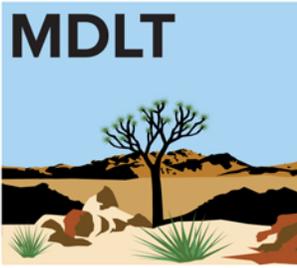
The Land Stewardship Supervisor reports to the Conservation Director and is responsible for implementing the MDLT land stewardship program to meet strategic goals, legal compliance, and Land Trust Alliance standards and practices.

#### Roles and Responsibilities:

1. Directly manage stewardship team members to implement land monitoring and management program
2. Develop and maintain land management plans for all MDLT projects, including cost estimates using the Property Analysis Record (PAR) or similar software
3. Manage and/or perform site inspections and baselines for land and easement acquisitions
4. Collaborate with acquisition team by reviewing third party rights, easements, legal descriptions, and management issues
5. Write monitoring and land management reports for agency and partners
6. Create and manage request for proposal process for contract restoration and stewardship
7. Assists in meeting all contractual/legal obligations, such as ensuring annual monitoring of all properties and easements
8. Maintains contact with landowners to promote continuing good will and assist with stewardship objectives, as appropriate.
9. Engages community partners to help ensure proper stewardship of all owned properties
10. Develop and maintain land monitoring and management files
11. Produces and updates maps for potential acquisition, stewardship, and outreach projects
12. Collaborate with partners, contractors and consultants to manage work load efficiently, both internally and externally
13. Participate in volunteer events as needed
14. Represent MDLT at appropriate events and convening's
15. Other duties as assigned

#### Required Skills and Traits:

1. Five years' experience working in desert conservation and land management and/or stewardship with and understanding of California desert conservation issues.
2. Desire to work in a highly collaborative team-based environment; excellent interpersonal skills
3. Exceptional skills in written and oral communications, including one to one negotiations
4. Ability to manage multiple priorities/activities.
5. Proven ability to work effectively with a wide range of people
6. A genuine enthusiasm for conservation and a passion for the California desert.
7. Knowledgeable in the best practices and emerging trends in conservation science and land conservation
8. Ability to work occasional nights and weekends
9. Physical ability and willingness to work outdoors on difficult terrain and perform labor such as trail building and vegetation clearing; lift objects up to 50 lbs.
10. Willingness and ability to travel, as required



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11. Proficient with Microsoft Office and ArcGIS software products
12. Valid Class "C" driver's license

### **Education Requirements:**

Bachelor's degree or equivalent work experience in conservation/stewardship related field.