



Job Description

Stewardship Manager

Position Type: Full Time. Work hours are forty hours per week.

Salary and benefits: Salary commensurate with experience and skills. Employee benefits include medical, dental and 403b retirement account. Paid vacation and holidays.

Introduction:

The Palos Verdes Peninsula Land Conservancy (PVPLC) is a nonprofit organization, which works cooperatively with cities, property owners and environmental groups, locating funds for purchasing land, restoring native habitats, and promoting the conservation of natural open space. Our work covers the geographic Palos Verdes Peninsula. PVPLC's mission is to *preserve land and restore habitat for the enjoyment and education of all.*

Job Description: The Stewardship Manager will be responsible for oversight of land stewardship activities and the implementation of restoration of sensitive lands and endangered and threatened species on preserve properties of the Palos Verdes Peninsula. This position reports to the Conservation Director. The Stewardship Manager collaborates with other Conservancy Directors and Project Managers on a variety of projects to fulfill the organization's mission. The Manager will oversee the field and nursery staff in order to manage the nature preserves, conduct habitat restoration activities, implement trail projects and oversee operations of the native plant nursery. This is an excellent opportunity for a motivated professional with a love for implementing land stewardship projects and a desire for a working environment that includes the office and the outdoors.

Responsibilities:

- Supervise the nursery and stewardship staff to ensure that all land-related management, trails, and restoration responsibilities are being fulfilled according to management objectives and various funding responsibilities;
- Coordinate with city staff and project partners to manage Preserve areas and execute projects;
- Oversee and manage budgets related to multiple land stewardship/restoration projects;
- Supervise native plant nursery management with annual production of 30,000+ plants, including local seed collection and sales;
- Plan for ongoing irrigation maintenance and supervises/implements the application of herbicides on

- non-native plant eradication projects;
- Provide training as needed to field staff in all aspects of land stewardship including trail maintenance and ecological restoration;
- Represent PVPLC Stewardship at relevant public meetings and events;
- Assists with the implementation of Stewardship-related volunteer days as necessary, and;
- Writes grant applications funding from grant sources when necessary.

Qualifications:

- Bachelors (Masters preferred) in botany, ecology, or related science and 3+ years of project management/ supervisory experience
- Extensive knowledge of Southern California coastal sage scrub and native grassland ecosystems; ecological restoration theory and techniques, including planning, implementation, maintenance and monitoring
- Experience in the propagation of and maintenance of California native plants and knowledge of Best Management Practices
- Experience with design and implementation of irrigation systems
- Has or is willing to obtain a Qualified Applicator License
- Basic knowledge of routine trail maintenance and design and a working familiarity with tools used in trail work
- Ability to work outside, perform physical labor for short periods of time, and walk up to several miles per day over rough terrain in year round conditions.
- Ability to work effectively under pressure, skill managing multiple tasks to meet project objectives with the capacity to deal with technical and logistical challenges
- Ability to build strong relationships with stakeholders
- Exceptional writing and speaking skills with the ability to synthesize complex concepts into clear messages for a variety of audiences
- Computer proficiency with Windows and Microsoft Office.
- Knowledge of and experience using ArcGIS as well as carrying out GPS data collection
- Willingness and ability to travel, as required. Must possess reliable transportation for visiting properties throughout PVPLC's service area.

Desired Skills:

- Experience managing staff, volunteers, interns, contractors and/or consultants Professional fluency in Spanish, with the ability to translate orally and in writing
- Experience with PowerPoint and Microsoft Office, Excel, Google Suite Applications and GIS technologies
- Off-road driving

To Apply: Please submit a cover letter and resume with references to: info@pvplc.org