



## **Job Announcement Land Conservation Project Manager**

### **Overview**

Sebago Clean Waters is seeking a full-time Land Conservation Project Manager to join our team to advance our forestland conservation goals in the Sebago Lake watershed. Sebago Clean Waters (SCW) is a 10-member coalition of organizations working toward a shared goal of permanently conserving 25% of the forestland in Maine's Sebago Lake watershed to protect water quality, wildlife habitat, and economic and community benefits. Since formalizing its collaboration in 2017, the coalition has conserved over 9,500 watershed acres of forestland, engaged numerous business partners, garnered regional and national media attention, and secured significant public and private funding for conservation. To learn more, visit [sebagocleanwaters.org](http://sebagocleanwaters.org).

### **Summary Position Description**

The Sebago Clean Waters Land Conservation Project Manager is a full-time, grant-funded position. The position is fully funded for two years, partially funded for five years, and SCW has a goal to secure full funding for at least five years. The Land Conservation Project Manager's primary responsibilities are the development and implementation of land protection projects in the Sebago Lake watershed. The Land Conservation Project Manager will primarily support and manage land protection projects at [Loon Echo Land Trust](#) (LELT) and [Western Foothills Land Trust](#) (WFLT) with additional support to [Mahoosuc Land Trust](#) (MLT). Other responsibilities include the administration of LELT and WFLT Lands Committees, GIS management, baseline documentation, and land protection support for the watershed-wide SCW initiative. [See full position description here](#).

### **Minimum Qualifications**

- BA/BS degree and five years of experience in land conservation or equivalent combination of education and experience
- Experience negotiating and/or managing land conservation transactions
- Proficiency with GIS software for map making and spatial analysis
- Experience managing financial information including financial tracking skills
- Experience communicating effectively with a variety of audiences (e.g. government, non-profit organizations, municipalities, landowners, and/or the general public)
- Experience coordinating multiple projects with several variables, setting realistic deadlines, managing schedules, and completing tasks independently
- Proficiency with common software and web-based applications such as Microsoft Word, Excel, PowerPoint, Zoom, and Google services

## **Desired Knowledge, Skills, and Experience**

- A commitment to conserving lands and waters
- Knowledge of watershed management, land conservation, forest management, and/or related environmental field(s)
- Experience coordinating or preparing baseline documentation reports for conservation easements
- Experience managing and preparing government and/or private grants or funding proposals with a track record of success
- Skill working with multiple teams/organizations, leading tasks independently, and thriving in a decentralized organization, with minimal oversight
- Excellent communication skills via written, spoken, and graphical means
- Strong organizational skills, including time management, accuracy, and attention to detail
- Knowledge of the U.S. Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS)

SCW is committed to building a more diverse, equitable, and inclusive conservation sector in Maine. We invite a diversity of experiences and ways of thinking, knowing that difference will help our team think and work in creative ways. We highly encourage candidates from all backgrounds, cultures, communities, and identities to apply for this position.

**Supervision:** The Land Conservation Project Manager will report to the SCW Partnership Director with project-specific direction from the land trust partner organizations (WFLT, LELT, and MLT) and be employed by SCW's staff host organization, Loon Echo Land Trust.

**Location:** The position is based in the Sebago Lake watershed. A regular office presence is expected at the WFLT and LELT offices in Norway and Bridgton, respectively, and remote work may also be arranged. Work time will involve a mix of computer-based work, virtual and in-person meetings, and field visits.

**Compensation:** \$50,000-\$60,000 annual salary, plus paid time off, health, and retirement benefits.

**To Apply:** Please submit a cover letter, resume, and contact information for three recent references as a single pdf document (preferred, or 2-3 pdf documents) with a file name [last name]\_[first name].pdf to [kyoung@sebagocleanwaters.org](mailto:kyoung@sebagocleanwaters.org) by **April 22, 2022**. The search committee plans to begin interviewing candidates within four weeks of this date with a goal of onboarding the successful candidate in June 2022. No phone calls please.