

NORTH OLYMPIC
Land Trust



Farms • Fish • Forests

Land Protection Specialist Job Description

Founded in 1990, North Olympic Land Trust is a non-profit conserving the land and natural resources that continue to be the foundation of our culture, economy, and way of life on the North Olympic Peninsula. The Land Trust is dedicated to the conservation of open spaces, local food, local resources, healthy watersheds and recreational opportunities. We strive to conserve the farms, fish and forests that improve our community.

Position Summary

Based in Port Angeles, the Land Protection Specialist is a permanent, full-time, non-exempt position that reports to the Conservation Director and serves as the principal staff member working with willing landowners toward the permanent conservation of their land. The Land Protection Specialist is responsible for moving projects through the land protection process using a diverse conservation toolbox including conservation easements and fee simple acquisitions to meet land protection goals. In addition, the position helps secure funds from State, Federal, County, and private grants, and donors to support land protection efforts.

Specifically, the position will:

- Lead land protection project management for the Land Trust including the drafting and the reviewing of conservation easements, property deeds and amendments. This work entails working closely with landowners and a variety of contractors including attorneys, appraisers, surveyors, title companies and other professionals towards the completion of due diligence items and closing of the project,
- Identify County, State, Federal, and private funding opportunities, and develop, research, write, present, implement and track grants and other funding sources to achieve land protection goals,
- Work closely with the Conservation Director to engage landowners within the Land Trust's project areas and follow up with those landowners as appropriate towards the protection of additional land. This includes meeting with landowners of potential and pending conservation properties to provide information on conservation options and about the Land Trust, evaluating the conservation values of the property and whether conservation of the property is a good fit for the mission of the organization, and negotiating the permitted and prohibited uses of conservation easements,
- Serve as the in-house expert on issues related to land protection, including best practices in conservation planning, implementing conservation easements, and acquiring fee-owned land,

- Ensure the organization’s compliance with LTA’s Standards and Practices, with particular attention to Standard 8: Evaluating and Selecting Conservation Projects, Standard 9: Ensuring Sound Transactions and Standard 10: Tax Benefits,
- Represent the Land Trust at selected meetings, trainings, and conferences, and
- Support our Land Manager and Conservation Easement Steward in land management and easement stewardship duties respectively, as needed.

Qualifications:

- Passion for the mission of the Land Trust and for the lands and communities it serves,
- Two-years of success in a conservation-related field, with knowledge and experience with real estate, protection techniques, land conservation principles, Pacific Northwest resource issues, natural history, landowner negotiations, complex project management, diverse partner collaboration, and conservation finance.
- Fluency with relative computer applications on Microsoft and Google platforms including Word, Excel, PowerPoint, Salesforce, and ArcGIS/ArcPro,
- Excellent written and oral communication skills, with a strong attention to detail and record keeping,
- Grant writing and management experience,
- Valid, insurable driver’s license, and
- Ability to effectively work independently and in close collaboration with Land Trust staff, landowners, community partners, board members and committees.

Physical demands

The working environment for the Land Protection Specialist is primarily in an office setting. However, the position regularly travels to off-site locations to attend meetings, and other job-related activities. Office duties are usually sedentary, but field work may require moderate physical activity.

Compensation

\$60,000 - \$65,000/yr with benefits including healthcare, retirement, and paid time-off.

How to Apply

Please send a cover letter with your resume to opportunities@northolympiclandtrust.org. Include “Land Protection Specialist” in the subject line. No recruiters please. Open until filled; applicant review will begin on September 18, 2023. The desired start date for the position is November 6, 2023

Equal Opportunity Statement

North Olympic Land Trust is committed to providing an environment of mutual respect where employment opportunities are available to all. We believe that diversity and inclusion are critical to our success, and we seek to recruit, develop, and retain the most talented people from a diverse candidate pool that share these commitments.