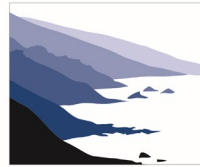


## Big Sur Land Trust's Stewardship team is hiring a Conservation Easement Specialist!



**BIG SUR**  
**LAND TRUST**  
For the lands you love

Big Sur Land Trust (BSLT) is a non-profit organization with a mission *to inspire love of land across generations, conservation of our unique Monterey County landscapes, and access to outdoor experiences for all*. Founded in 1978, our legacy includes conserving over 45,000 acres and increasing access to public parklands throughout Monterey County. Our work promotes:

- **Healthy Lands:** Conserving and caring for the magnificent natural landscapes, habitats, and waterways of our region to ensure a sustainable future.
- **Healthy People:** Providing opportunities for all who live in and visit Monterey County to experience the healthful benefits associated with access to parks and open spaces, fresh food, clean air and water, and a deep connection to nature.
- **Healthy Communities:** Engaging in partnerships where conservation and civic participation increase community vitality, economic prosperity, and social equity.

BSLT focuses on conserving and caring for landscapes throughout Monterey County while pursuing opportunities to combine conservation and community participation for increased regional vitality, economic prosperity, and social equity. We see a future where natural landscapes, working lands, urban open spaces and healthy communities are cared for by people who share a love of nature and a deep appreciation for the richness of their diverse cultures.

### About the Position:

The Conservation Easement Specialist will join BSLT's dynamic Stewardship team. With over 35 conservation easements under our care, you will help uphold the continued protection of thousands of acres of diverse habitats throughout Monterey County. The Conservation Easement Specialist will conduct annual monitoring of BSLT's conservation property portfolio of conservation easements and BSLT-owned properties, maintain effective relationships with easement landowners, and, when necessary, coordinate easement enforcement or appropriately respond to protect the conservation value of these lands. This position will lead the conservation easement program and will require an individual who excels in organization and record keeping, clear and direct communication, attention to detail, and solution-based decision making. This position will include both fieldwork and office work. There will be periods of extended field work during monitoring season, followed by mostly office work, report writing, and office-based projects.

To be considered for this position, candidates must have a minimum of 2-3 years of progressively responsible experience in conservation, land management, easement programs, or related fields, as well as experience managing or supporting compliance-driven programs with detailed recordkeeping and reporting requirements. Candidates must have experience reading and interpreting legal documents and maps, as well as advanced experience using ArcGIS pro, desktop and field maps to both collect data and make maps. Ideally, the candidate will have previous experience working with and/or monitoring conservation easements.

Candidates should be physically capable of hiking in varied terrain including steep, muddy, heavily vegetated and sandy conditions, with potential exposure to natural hazards such as poison oak, ticks, rattlesnakes, yellow jackets and mountain lions. Applicants must feel comfortable driving on rural, dirt roads and working in remote areas.

## **Essential Duties and Responsibilities:**

- **Conservation Easement Monitoring and Easement Program Management:**
  - Maintain strong relationships with conservation easement landowners
  - Read, understand, and interpret the legal terms of conservation easement deeds, survey maps, and other legal documents
  - Plan, schedule, and coordinate annual easement monitoring
  - Conduct on-the-ground annual easement monitoring, including photo documentation and GIS data collection
  - Generate easement monitoring reports that track easement stewardship and property condition over time
  - Exercise excellent organization and record keeping
  - Determine if properties are in compliance with easement terms
  - Coordinate the nature and resolution of potential easement violations and connect landowners with resources to address violations
  - Coordinate, when necessary, the defense of easement terms with staff, legal support, and consultants
  - Collaborate with stewardship and natural resource staff to identify land management opportunities or adaptive strategies informed by easement monitoring findings.
  - Coordinate with others to implement management projects on easement properties, consistent with the provisions of the easement
  - Provide support and resources to landowners
  - Uphold the most current Land Trust Alliance (LTA) Standards and Practices to maintain accreditation requirements.
  - Update policies & procedures
  - Assist with the LTA reaccreditation
  - Support easement acquisition projects
- **Fee Land Monitoring**
  - Conduct annual monitoring of BSLT fee land properties and document potential management issues
  - Create annual fee land monitoring reports to meet LTA standards
  - Work with Natural Resource Program Manager and Access and Infrastructure Program Manager to relay fee lands management concerns observed during monitoring such as encroachment, trespass, erosion, trail and infrastructure issues, invasive plant species, etc.
- **Admin**
  - Adhere to LTA record keeping accreditation standards, organize paper files, electronic files and databases, including ArcGIS
  - Track timelines of tasks and projects
  - Attend stewardship meetings and BSLT general meetings
  - Use ESRI Field Maps and ArcGIS Pro a to create maps and develop spatial products that support annual monitoring, mitigation projects, and broader stewardship initiatives across BSLT properties and easements
  - Support and collaborate with stewardship team and BSLT departments on key initiatives

**Required Qualifications:**

- Bachelor's degree in natural resources, ecology, environmental science, or related field
- Minimum 2-3 years of progressively responsible experience in conservation, land management, easement programs, or related fields
- Experience managing or supporting compliance-driven programs with detailed recordkeeping and reporting requirements
- Excellent ability to use, interpret, and understand legal documents and records, survey maps, easement deeds, etc.
- Strong leadership and organizational skills, with the ability to track, coordinate, and manage competing tasks and timelines
- Excellent written and verbal communications skills; able to clearly convey information, expectations, and updates to diverse audiences
- Advanced proficiency with Microsoft Office Suite Microsoft Word, Microsoft Excel, Adobe, Outlook, etc.
- Advanced experience with GIS software such as ArcGIS Pro to collect data AND make maps
- Ability to interact with many personalities, communicate effectively with co-workers, landowners, and collaborators, and to work through conflict
- Ability to work both independently and as part of the BSLT team
- Possess a valid California driver license with an insurable driving record.
- Willingness to occasionally work evenings or weekends to support Big Sur Land Trust seasonal events

**Desired Experience – *not required***

- Previous experience easement monitoring or working with conservation easements
- An understanding of the conservation of natural, agricultural, cultural, and open space resources and the role of land trusts in that effort
- Knowledge of resources for private landowners
- Familiarity with local invasive plant species or willingness to learn
- Knowledge of California native plants/plant identification skills
- Knowledge of or experience with mitigation projects

This job description is intended to describe the general nature and level of work being performed. It is not meant to be construed as an all-inclusive list of responsibilities, duties and skills required by this job classification.

Big Sur Land Trust strives to sustain the highest level of employee satisfaction, engagement, and a culture of trust, respect, and inclusion. We actively work to ensure a positive team environment where individuals are comfortable with expressing diverse views and opinions and sharing power and responsibility for BSLT's mission. We are committed to a supportive, respectful, and inclusive work environment.

**Reports to:** Natural Resource Program Manager

**Annual Salary:** \$66k to \$72k, commensurate with experience.

**Benefits:** Big Sur Land Trust offers a competitive benefits package including an extensive health plan, which includes medical, dental, and vision coverage and life insurance; contributions to a 403(b)-retirement plan; and paid holiday, vacation, and sick leave.

**Location:** Big Sur Land Trust offices in downtown Monterey, CA

**Big Sur Land Trust is committed to building a diverse workforce. Big Sur Land Trust provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, or genetics. People with diverse backgrounds and experience are strongly encouraged to apply.**

**How to Apply:** the following three items are required to be considered for the position:

- Your resume
- Cover letter or letter of interest that addresses the following:
  - Your available start date
  - What draws you to the position or organization
  - Your relevant knowledge and experience
  - Any previous experience working with conservation easements
- Contact information for at least three professional resources

Please E-mail completed application to [employment@bigsurlandtrust.org](mailto:employment@bigsurlandtrust.org) with the name of the position for which you are applying in the subject line. Incomplete or unqualified applications will not be considered for the position. Applicants with the most relevant experience and qualifications suitable for the position will be contacted for interviews.

**Recruitment Schedule:** Applications are due by January 5, 2026, with a desired start date between the end of January and the beginning of February 2026. The position will remain open until filled.

For more information about Big Sur Land Trust, please visit [www.bigsurlandtrust.org](http://www.bigsurlandtrust.org).