



SHENANDOAH VALLEY
CONSERVANCY

JOB ANNOUNCEMENT

Job Title: Conservation Manager
Reports To: Director of Conservation

Status: Exempt

About the Conservancy: Shenandoah Valley Conservancy, formerly Valley Conservation Council, is a non-profit, nationally accredited land trust dedicated to advancing conservation priorities in the Shenandoah Valley and adjacent Alleghany Highlands by strategically protecting farms, forests, and waterways. The Conservancy is focused on protecting natural and agricultural landscapes with strategic and innovative approaches that consider the intrinsic connection between our land and water, along with the plants, animals and people they sustain. The Conservancy's service region includes 11 counties: Frederick, Warren, Shenandoah, Page, Rockingham, Augusta, Highland, Bath, Rockbridge, Alleghany, and Botetourt. Since our founding in 1990, our mission to protect the natural landscapes and agricultural legacy of our region has never wavered. The Conservancy has secured nearly 89 easements and protected over 10,850 acres throughout the Valley. For more information about the Conservancy and its conservation efforts, go to shenandoah.org.

Position Summary: The Conservation Manager is responsible for increasing protection of priority lands within Shenandoah Valley Conservancy's service region. The Conservation Manager implements strategic land protection through conservation easements and fee simple acquisition to conserve ecologically and agriculturally important areas across Valley. This involves visiting potential properties, documenting conservation values, drafting and reviewing complex legal documents, and conducting community outreach. The Conservation Manager will also work closely with partner organizations to develop community relationships and achieve shared conservation outcomes.

Primary Duties

Land Protection

- Lead or assist with the acquisition of new easements and/or fee simple properties
- Conduct site visits and prepare reports and documents for new easements
- Present easements and updates to Conservation Committee and Board of Directors
- Update materials and databases relevant to the easement acquisition process

Outreach

- Perform outreach and analysis for new easement leads in priority areas
- Cultivate relationships with community members and foster a culture of conservation
- Present current conservation programs and opportunities to the public
- Collaborate and plan events with other conservation groups for joint outreach
- Develop materials to explain land conservation programs to the general public

Grant Writing and Management

- Manage relevant grants with support from other Conservancy staff
- Maintain excellent records related to grant expenses and programs
- Create and submit reports for both internal and external use on grant activities
- Grant writing to support new and existing programs

Minimum Educational & Experience Requirements

- Bachelor's degree in Environmental Science, Natural Resources, or related field (additional professional work experience may be considered in lieu of a bachelor's degree)
- 3-5 years professional work experience in conservation, natural resources management, land use planning or related field
- Valid driver's license and personal vehicle

Minimum Skill Requirements

- Excellent skills with Microsoft Office (e.g. Word, Excel, PowerPoint) and database management
- Excellent writing, editing, and verbal communication skills
- Proficiency in ArcGIS
- Strong organizational, time management and project management skills
- Inspires trust and confidence through strong work ethic, attention to detail, and commitment to results
- Strong problem-solving skills
- Personal passion for land conservation, the environment, and rural communities
- Familiarity with land conservation programs and conservation easements, including Land Trust Alliance Standards and Practices (preferred)
- Familiarity with Landscape Land Conservation Software and/or remote monitoring software (preferred)
- Knowledge of conservation easements, land use planning, and/or real estate transactions (preferred)
- Knowledge of and connections to the Shenandoah Valley (preferred)

Physical Demands

Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions of the position

- Frequent long-distance (1-3 hours) automobile travel throughout the Shenandoah Valley
- Frequent travel to various sites, including remote or rugged areas
- Frequent walking over uneven terrain during site visits or property assessments
- Frequent remaining in a stationary position, particularly, but not limited to, at a computer
- Frequent visual review of electronic and print documents
- Frequent repetitive use of hands/arms; particularly for typing, writing, phone & computer use
- Continuous communication: verbal and written, in-person, phone and electronic

Work Environment

- Office environment (two days per week in Harrisonburg, VA office required) and field work in outdoor environments
- Exposure to outdoor elements in locations throughout the region
- Exposure to varying terrains including remote and rugged areas