



STEWARDSHIP DIRECTOR

TITLE: Stewardship Director
TYPE: Full-time, Exempt
LOCATION: Helena, Montana
SALARY: \$80,000-\$85,000/year DOE
BENEFITS: Health insurance, employer retirement contribution (12%), 401(k), and paid leave
APPLY BY: Open until filled

Position Summary

The Montana Land Reliance (MLR) seeks a full-time Stewardship Director to lead the MLR stewardship department and oversee the management of MLR's portfolio of 1,000 conservation easements on over 1.3 million acres across the state. The Stewardship Director is a key member of the leadership team and helps shape the strategic direction and vision of the organization. The Stewardship Director is responsible for setting the tone for the stewardship department and oversees the management of the department and supervision of the stewardship team across the state, setting and communicating clear goals and objectives, identifying and addressing challenges, and ensuring stewardship responsibilities are carried out in an effective and timely manner. The Stewardship Director is expected to establish a high-level and efficient direction for the department, developing and implementing policies and procedures in collaboration with the Managing Directors and Board of Directors. The Stewardship Director should be comfortable communicating with easement property owners and their advisors, as well as people throughout the organization, able to solve problems and improvise as needed, and be adept at managing time for a variety of tasks. The successful candidate must be able to manage legal issues related to stewardship, such as easement violations, lawsuits, and tax issues. The Stewardship Director is ultimately responsible for the compliance and any necessary enforcement of MLR's easement portfolio.

About MLR

MLR is an accredited, nonprofit land trust that partners with private landowners to permanently protect Montana's agricultural lands, fish and wildlife habitat, and open space. Since 1978, MLR has helped more than 1,000 families conserve over 1.3 million acres of working lands, wildlife habitat and open space across the state. MLR runs like a business and is one of the most focused and efficient land trusts in the country. The lasting benefits of MLR's work are the perpetuation of a lifestyle and an economy that relies on responsibly managed private land and increasingly valuable Montana open spaces that will continue to nourish the spirit of future generations. MLR intends to double its conserved acreage by 2040 through a planned approach that recognizes MLR's values, respects MLR's history, and builds on the solid foundation laid by MLR's founders to keep the organization and its unique brand of conservation at the forefront of private land conservation in Montana and nationwide. To learn more, visit www.mtlandreliance.org.

Essential Functions (Duties and Responsibilities)

- Ensure compliance within MLR's conservation easement portfolio through diplomatic and fair administration.
- Supervise MLR's full-time and part-time stewardship staff.
- Evaluate impact to conservation of proposed uses, interpretation of easement terms, and reserved rights.

- Oversee all aspects of MLR's stewardship and annual monitoring programs (prepare/monitor budget, annual plan, etc.).
- Coordinate easement enforcement and resolution of potential and/or actual violations, working with legal counsel, Managing Directors, and Board of Directors.
- Prepare necessary monitoring documentation and correspondence.
- Supervise and maintain easement recordkeeping process.
- Design and conduct special monitoring projects as necessary.
- Work as a team member in preparation of all easement documents.
- In cooperation with MLR's General Counsel, coordinate and prepare all easement amendments, corrections, and compliance documents.
- In conjunction with Managing Directors and other project staff, recommend and implement revisions to the easement process and base easement document.
- Undertake special administration projects as assigned by the Board of Directors or by agreement of Managing Directors.
- Work with Management Team on short and long-term issues affecting MLR.
- Develop funding proposals for stewardship program.
- Collaborate in the recruitment, hiring, orientation, training, and support of Land Stewards.
- Coordinate with and update staff and Board on the stewardship program.
- Prepare articles for newsletters and reports as required.
- Represent MLR at various meetings and conferences.

Qualifications

- Undergraduate degree preferred.
- 5-7 years experience in conservation practice such as natural resource management preferred.
- 3-5 years experience in a senior-level management position preferred.
- Able to work in conflict with diplomacy and fairness.
- Excellent oral and written communication skills.
- Proficient with computers, databases, and office software systems.
- Strong planning, organizational, and problem-solving skills.
- Demonstrated experience with management and supervisory responsibilities.
- Interpretation and enforcement experience with legal documents.
- Demonstrated experience working with ranchers, farmers, and other landowners.
- Thorough knowledge and understanding of land management, conservation easements, and natural resource issues (some on-the-job learning is expected).
- Ability to prioritize and manage a high volume of projects and tasks.
- Hard working with superb attention to detail and nuance.
- Ability to work independently.
- Valid driver's license.

How to Apply

Email a cover letter and resume in PDF format to Katie Stokes at katie@mtlandreliance.org with the subject heading "Stewardship Director Application: [Your Last Name]."

The application deadline is open until filled. **MLR is an equal opportunity employer.**