



Protecting our lands and waters for generations to come

Stewardship Associate Position Description

Reports To: Stewardship Manager
Hours: Full Time (40 Hours/Week)
Salary: \$38,000 to \$42,000 commensurate with experience
Benefits: Health insurance, matching retirement contribution; 15 days vacation, 12 days personal leave, and 11 holidays per year.
Location: Bremerton, Washington
Closing Date: Open until filled

Position Description

The Stewardship Associate is responsible for assisting the stewardship of GPC's conservation properties, including annual monitoring and maintenance, recruiting and training volunteer property stewards, leading stewardship work crews (volunteer and paid), and maintaining stewardship equipment and files. The Stewardship Associate also assists the Stewardship Manager in preparing management plans, baseline reports, and implementing stewardship projects.

Responsibilities

- Prepare management plans (fee-owned properties) and baseline reports (conservation easements).
- Implement conservation practices including invasive species control, restoration, and public access.
- Determine objectives, delegate tasks to the AmeriCorps VISTA Community Stewardship Coordinators.
- Recruit, train, and manage Volunteer Land Stewards to assist with annual monitoring of GPC conservation easements and fee-owned properties, integrating GIS technology.
- Prepare monitoring reports and ArcGIS-produced monitoring maps.
- Perform property maintenance: install/replace gates, fences, signs; trash removal; stake boundaries.
- Maintain stewardship equipment, conduct annual inventory and replace equipment as needed.
- Maintain stewardship files, data, and documentation according to property records policy.
- Collaborate with other staff to advance organizational priorities and achieve GPC's mission.
- Other duties as assigned.

Qualifications

- One year of experience in land stewardship or natural resources management.
- Bachelor's degree in wildlife/fisheries/conservation biology, forest/plant ecology, natural resources management, planning, landscape architecture or related field.
- Sincere commitment to the mission, values, and goals of GPC.
- Familiarity with flora, fauna, and forest management practices.
- Physical ability to hike rough terrain.
- Valid driver's license.

Preferred Experience

- Working knowledge of gas-powered mowers, chain saws, and weed whips; hand saws, and small tools.
- Competency in using ArcGIS.

Stewardship Assistant

Job Description

Skills

- Ability to develop positive relationships with a variety of people.
- Ability to address issues constructively and independently.
- Ability to remain focused, outcome-driven, and meet deadlines.
- Articulate communicator, both verbally and in writing.
- Strong organizational skills and attention to detail.
- Ability to navigate in remote locations with compass, maps and GPS device.
- Excellent computer skills including MS Word, Excel, PowerPoint, and Outlook.

To Apply

Submit cover letter and resume, making sure to address any pertinent professional and personal experience that is relevant to this position. Additional materials demonstrating knowledge, skills, and abilities are encouraged. Send application to: adrian@greatpeninsula.org.

Application Deadline

Open until filled. Anticipated start date is April 15th, 2022.

About Great Peninsula Conservancy

Great Peninsula Conservancy is an accredited land trust that works to protect and steward ecologically valuable lands in south Puget Sound. Since 1980, Great Peninsula Conservancy has protected nearly 11,000 acres of shorelines, streams, forests, and community greenspaces. With a supportive and active membership base of over 800 individuals, GPC works closely with conservation and outdoor recreation groups, state and tribal agencies, and local governments to accomplish its mission. GPC's office is located in Bremerton, a burgeoning community close to the Olympic Mountains and only 30 minutes away from downtown Seattle via ferry.

GPC is committed to diversity, equity, and inclusion in all aspects of our work. More information can be found at <https://greatpeninsula.org/about/>. Applicants from minority groups and women are encouraged to apply.