

Stewardship Monitoring Program Manager
Job Description

Summary of Position:

Colorado Open Lands (COL) is a nonprofit land trust that works to enhance Colorado's quality of life by protecting its most treasured asset: open lands. Since 1981, COL has helped landowners conserve more than 680,000 acres across the state.

As a member of the Stewardship team, the Stewardship Monitoring Program Manager is responsible for overseeing COL's conservation easement compliance monitoring program. Specific duties include ensuring that all 700+ conserved properties are monitored annually, creating the monitoring schedule, and advancing effective monitoring techniques and systems. The Stewardship Monitoring Program Manager is also responsible for maintaining COL's Salesforce database (LOCATE) and improving related workflows. The Stewardship Monitoring Program Manager position is based in our Lakewood, Colorado office.

Primary Responsibilities:

Conservation Easement Compliance Monitoring Program Management (75%)

- Oversee the successful compliance monitoring of each of the 700+ conserved properties in COL's portfolio every year.
- Create the annual monitoring schedule and budget.
- Assist with training monitoring contractors, volunteers, and interns.
- Coordinate COL's satellite monitoring program via the Lens online platform.
- Oversee monitoring technology implementation, including field tablets, web-based and mobile apps, and other relevant tools.
- Research and implement new techniques and systems to effectively monitor the properties in COL's portfolio.
- Monitor 25+ conserved properties each year via in-person site visits and satellite imagery.
- Assist in addressing easement violations, drafting amendments, and reviewing requests to exercise reserved rights.

Salesforce LOCATE Database Administration (25%)

- Manage and improve COL's Salesforce LOCATE database which tracks COL's conservation easements.
- Collaborate with conservation and stewardship staff to improve existing workflows.
- Develop and implement protocols to ensure integrity of data.
- Work with third-party vendors to incorporate new tools and integrate data across platforms.

Minimum Qualifications:

- Bachelor's degree in a related field and 2+ years relevant work experience OR equivalent combination of education and work experience.
- Experience working for a land trust or other similar land conservation organization.
- Training in ESRI mapping software including ArcPro.
- Experience using and managing Salesforce databases OR the desire and aptitude to learn.

- Ability to independently administer the Salesforce database within one year of employment.
- Excellent organizational, time management, analytical, and problem-solving skills.
- Ability to complete tasks with a high level of accuracy and consistency.
- Knowledge of and interest in Colorado's natural and cultural landscapes.
- Eagerness to learn and apply new ideas and technologies.
- Ability to work independently and as part of a team.
- Excellent written and oral communication skills.
- A positive attitude and sense of humor.
- A commitment to land conservation.
- Willingness and ability to travel within Colorado including some overnight trips.
- Valid driver's license.

Preferred Qualifications

- Experience using programming languages (e.g. python, Java Script, VBA) and incorporating APIs to make processes more efficient.
- Familiarity with water conservation

Colorado Open Lands understands that there may be excellent candidates who do not meet all the above qualifications. As COL strives for inclusivity amongst our staff, we welcome applications from those having diverse backgrounds and life experiences and encourage anyone who believes they are the right person for the job to apply.

Compensation and Benefits:

- This position is a permanent, full-time (40 hours/week) position.
- The starting salary range is \$58,000-65,000 commensurate with skills and experience.
- Colorado Open Lands offers a competitive compensation package, including 401k plan with company match, health insurance (medical, dental, vision, and HSA), life and disability insurance, paid time off (sick leave, vacation, and holidays) and a collaborative, flexible work environment.

Application Instructions:

- Please send a résumé, cover letter, and three relevant references to Chelsea Collins, Director of Stewardship, at jobs@coloradopenlands.org.
- **The subject line should be in this format: "Last name, First name: Stewardship Monitoring Program Manager"**
- *Applications accepted until midnight, MT, September 15, 2024.*

EOE Statement:

Colorado Open Lands provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, genetics, or other protected status. For information about Colorado Open Lands, please visit our website at www.ColoradoOpenLands.org