



ELLERBE CREEK

Watershed Association

Land Conservation Manager Job Description

Summer 2024

To apply, please send a cover letter and resume to info@ellerbecreek.org.
Interviews will begin the week of July 8th

Who We Are:

Ellerbe Creek Watershed Association (ECWA) is a 501c3 land trust and watershed organization in Durham, NC that manages almost 500 acres of land for conservation, water quality and public enjoyment (www.ellerbecreek.org). Our mission is fueled by a deep commitment to environmental justice, scientific integrity, and community empowerment, as we believe that a thriving watershed is intrinsically connected to the well-being of the community.

To actualize our vision, ECWA is committed to:

- Restoring & sustaining the health and vitality of the Ellerbe Creek watershed
- Protecting a network of preserves and trails, eliminating barriers, and facilitating accessible opportunities to engage with nature in a safe and learning environment
- Engaging with and building trust among the diverse communities impacted by the watershed
- Partnering with the City and other organizations to mitigate the impact of urbanization on our watershed

Position Description:

The Land Conservation Manager is responsible for the development and implementation of habitat restoration projects that ensure the sustainable management of all ECWA-owned lands and nature preserves. The Land Conservation Manager supervises the work of the Preserve Stewards Program, comprised of volunteers and any other staff hired to help with conservation and stewardship activities. ECWA's land holdings include almost 500 acres in and around downtown Durham, NC, including five publicly accessible nature preserves, 4 properties not open to the public, one conservation easement, and any other lands acquired or put under conservation easement by ECWA. The Land Conservation Manager will use the full range of conservation tools, including scientific and engineering practices, advancement of known and new techniques, project management, grant and budget management, and cooperative partnerships to oversee conservation activities at ECWA.

Position Responsibilities:

- Plan and direct all aspects of preserve conservation activities including feasibility, project scope, proposals, contracting, design, implementation, management plans, monitoring, maintenance, stewardship, and oversight of internal and external entity collaboration.
- Ensure program compliance with internal policies and external requirements, including BMPs and LTA standards.
- Ensure conservation practices & strategies are aligned with ECWA's internal conservation priorities for wetland restoration and preserve stewardship. General preserve and infrastructure maintenance including trails and informational signage (alongside ECWA staff)
- Maintaining inventory and functionality of all ECWA Land Conservation equipment, tools, and supplies
- Data and reporting responsibilities include: production and submission of baseline documentation reports for new properties and annual monitoring reports for ECWA preserves, data management and grants reporting, GIS mapping, and visual data preparation
- Coordination and creation of management plans & relevant conservation & stewardship ECWA policies
- Communications and coordination with a wide variety of ECWA staff, private individuals, public entities, community organizations, and contractors in support of ECWA's programmatic and organizational goals.
- Occasional leadership of public hikes and workdays in ECWA preserves, alongside ECWA staff & volunteers
- Content creation for public communications, including social media
- Financial responsibility may include working within/managing a budget to complete projects, contracting, and assisting with budget development
- Writing grants and engaging with funders to develop grant agreements, scopes of work, deliverables, timelines, and budgets for potential projects.

This position will be under minimal supervision, making independent decisions based on analysis, experience and context. Most tasks will be completed independently and require a motivated and task-driven person to complete successfully. May work in variable weather conditions, on difficult and hazardous terrain and under physically demanding circumstances.

This description is not designed to be a complete list of all duties and responsibilities required for this job.

Desired Qualifications:

We anticipate a variety of skills and experiences.

- Wetland restoration and land conservation skills and experience, including knowledge of wetland science and ecology, and restoration & conservation standards & practices.
- Ability to explain conservation and restoration practices to technical and non-technical audiences.
- Demonstrated understanding of key ecological processes influencing urban ecosystems in North Carolina, including vegetation ecology, wetlands hydrology, and forest management.
- Relevant certifications, courses, or trainings in any of the above fields.
- Experience managing grant budgets and fulfilling contract requirements.

- Ability to develop, direct, and manage multiple conservation projects; flexibility and responsiveness to unforeseen project demands.
- Completing tasks independently with respect to timeline(s).
- Excellent communication skills via written, spoken, and visual means, including developing and sharing technical reports.
- Ability to analyze, interpret, and synthesize a variety of data, including aerial photography, soil surveys, topographic maps, and GIS & GPS data.
- Multilingual skills and multi-cultural or cross-cultural experience appreciated.
- Supervisory experience.
- Experience using applications such as GIS, Landscape, Google Workspace

Position Details:

This is a full-time position (40 hours per week), classified as salaried/exempt, required to be based out of Durham, NC, with responsibility for managing multiple restoration projects located across multiple properties, requiring travel throughout the watershed. The position requires frequent fieldwork conducted in all weather conditions and variable work hours to supervise project implementation, as well as occasional evening meetings. This position operates under the supervision of ECWA's Executive Director.

Salary: \$60,000

Competitive benefits package includes: 100% employer-covered health insurance, 401(k) plan, parental leave, accrued paid time off, hybrid work schedule, and other life and work well-being benefits. We're proud to offer a work environment that is supportive of the health and well-being of the people we employ.

ECWA is an Equal Opportunity Employer. We recognize that our conservation mission is best advanced by the leadership and contributions of people of diverse backgrounds, beliefs, and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our community is a priority, and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military, protected veteran status or any other status. This includes all programs, projects, events, and all other activities sponsored by ECWA. People including but not limited to people of color, women, LGBTQ-identified people, and formerly incarcerated individuals are especially encouraged to apply.



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