Conservation Specialist or Manager

**Status:** Full-time, Exempt, Salaried  
**Range:** $45,000-$58,000  
**Schedule:** Flexible  
**Location:** Juneau, AK

About the Southeast Alaska Land Trust

The Southeast Alaska Land Trust (SEALT) is a non-profit dedicated to ensuring that highly valued habitat, recreation, open space, and cultural and historic areas continue to thrive for the well-being of each generation. SEALT respectfully acknowledges the Tlingit, Haida, and Tsimshian peoples as the original owners and inhabitants of Southeast Alaska, and recognizes that they have cared for these lands and their living resources for thousands of years.

Position Summary

The Conservation Specialist or Manager is responsible for evaluating and planning land conservation projects; developing technical analysis, plans, and funding requests; supporting SEALT’s compensatory mitigation program; and collaborating with partners in conservation.

Duties & Responsibilities

This position reports to the Executive Director, working independently and as part of a team.

**Land Conservation (60%)**

- Respond to landowner inquiries and discuss conservation options for lands within Southeast Alaska, including fee simple acquisition and conservation easements
- Evaluate land conservation projects through strategic conservation planning, criteria screening, site visits, and use of prioritization tools
- Participate in landowner negotiations, coordinate due diligence, draft and review conservation easements, and draft other agreements as needed
- Cultivate positive working relationships with landowners and conservation partners
- Draft project budgets and management plans with support from other staff
- Develop grant applications and reports related to conservation projects

**Mitigation Program (30%)**

- Assist with or manage the SEALT In-Lieu Fee Compensatory Mitigation Program
  - Draft site selection documents, mitigation plans, project budgets, and reports
  - Review public notices relating to 404 permits
  - Maintain program records & ledger in accordance with SEALT and USACE policies
- Cultivate positive working relationships with the U. S. Army Corps of Engineers (USACE), permittees, and other mitigation partners to support high quality mitigation projects
- Develop a knowledge base of mitigation and aquatic resources in Southeast Alaska
Outreach & Partnerships (10%)
• Present information about land conservation to communities and partners
• Assist in development of materials, newsletters, brochures, project presentations, etc.
• Support quarterly Lands Committee meetings and occasional site visits with partners

Qualifications
SEALT is hiring a conservation professional at the Specialist or Manager level. A Specialist will have experience in conservation, land management, or real estate. A Manager will also be capable of developing technical plans and independently managing deliverables and contractors.

This position can benefit from a wide variety of skills. We encourage you to apply if you think you would be a good fit, even if you don’t meet 100% of the qualifications.

• Relevant degree or five years of professional experience in any of these categories: sciences such as biology, botany, geology, or environmental science; land use planning and management; conservation or environmental protection; natural resource management; real estate transactions and title work; GIS and spatial analysis
• Knowledge of conservation easements, land use restrictions, and/or management plans
• Strong communication, collaboration, time management, and organizational skills
• Proficiency with software including ArcGIS and Microsoft Office
• Preferred qualifications: background in wetlands science, familiarity with 404 permitting and mitigation, familiarity with Southeast Alaska habitats, project management, grant writing

Compensation
Salary range: $45,000 - $58,000 DOE. Benefits include: 11 paid holidays, 12 vacation days, and 10 sick days per year; paid family or medical leave; flexible hours; kid- and dog-friendly office; professional development opportunities; retirement plan (3% match); and contributions to a Health Savings Account (or an equivalent salary increase).

Apply by December 1, 2023
Applications accepted through December 1, 2023. Applications received before the deadline are considered for early interviews. Please send a cover letter and resume via email.

Margaret Custer, Executive Director – Southeast Alaska Land Trust
119 Seward Street, Suite 2, Juneau, AK 99801 – 907-586-3100
Via Email: info@sealt.org

SEALT is committed to fostering an inclusive workplace. In hiring, we seek to reflect the communities we serve, including people of Alaska Native and Indigenous heritage, people of color, LGBTQ2S+ people, and people with disabilities. Visit our website to learn more about our values and our team: SoutheastAlaskaLandTrust.org.