



BRANDYWINE CONSERVANCY & MUSEUM OF ART

EASEMENT STEWARD 1

The Brandywine Conservancy announces an opening within the Land Stewardship Program. The Easement Steward 1 will assist the easement stewardship team with monitoring, administering, and enforcing the 497 conservation and agricultural conservation easements held by the Brandywine Conservancy, as well as related projects. Applicants should have a bachelor's degree in geography, environmental science, agricultural and natural resource management, biology, land planning or a related field. They should be organized, self-motivated, and able to work independently with little supervision, and should have a positive, energetic attitude.

Duties:

- Along with the Stewardship team, monitors land subject to perpetual easements to assess and document easement compliance.
- Is responsible for Brandywine's administration of agricultural conservation easements, including reviewing properties for compliance with the easement and the owner's conservation plan and evaluates effectiveness of implemented conservation practices.
- Communicates with and assists landowners regarding annual visits and plan reviews and provides information on a variety of land management-related topics.
- Manages preparatory and follow-up tasks related to assigned annual easement inspections and plan reviews, including inspections for compliance, documentation of field observations, and landowner contacts.
- Maintains individual easement records, both electronic and paper, and easement summary data in accordance with the Conservancy's Record Retention Policy and Land Trust Accreditation Commission requirements.
- Promotes and facilitates implementation of best management practices for the conservation of soil, water, and biological resources.
- Works to uphold positive relationships with owners of eased land and to promote the Conservancy as a conservation partner.
- Assists GIS Manager with the production of maps for planning and easement purposes.
- Assists in grant conceptualization and writing, as needed.
- Helps improve easement management operations, as assigned.
- Participates in Conservancy public relations efforts and contributes regularly to publications and social media platforms. Makes presentations to interested groups upon request.
- Works with Easement Manager and Land Conservation Program staff to maintain on-going compliance with national land trust accreditation requirements.
- Manages and is responsible for transfers of eased properties, including maintaining Comparable

Sales Tables, researching ownership, maintaining relationships with real estate professionals and owners of eased land to ensure compliance with easement requirements regarding transfer. Maintains and updates conservation easement records regarding ownership and contact information.

- Performs other duties as assigned.

Minimum Requirements:

- Bachelor's degree in geography, environmental science, agricultural and natural resource management, biology, land planning or related field.
- One to three years of experience with natural resource management, land planning and/or conservation easements.
- Demonstrated experience with agricultural conservation easements, and/or agricultural Best Management Practice implementation. Experience and/or certification in conservation planning a plus.
- Ability to comprehend and interpret legal documents and maps.
- Demonstrated experience with Microsoft Office suite, including Word, Excel, Teams and PowerPoint programs.
- Knowledge of Geographic Information Systems (GIS), including ArcGIS for easement and stewardship-related mapping.
- Excellent verbal and written communication skills, positive and energetic attitude, and self-motivation.
- Ability to devote such time as required to perform assigned functions, including usual work hours of 8:30a.m. to 4:30p.m. and occasional night meetings and/or weekend work.
- Frequent travel within southeastern Pennsylvania and northern Delaware.
- A valid driver's license and a reliable means of transportation to and from the Chadds Ford office and to daily work assignments throughout the region.
- Ability to perform extensive outdoor field work during all seasons and in varying weather conditions.
- Ability to lift 30 pounds and also to walk long distances over varying terrain.

The Easement Steward 1 is a full-time position. Applicants should submit a cover letter and resume **by email only** to jruocco@brandywine.org. Please include "Easement Steward 1" in the subject line. Position open until filled.