



## Land Acquisition Program Manager (Freshwater Flows) Position Announcement

**Job Title:** Land Acquisition Program Manager  
**Reports to:** Land Acquisition Director

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Ready to apply your skills or interest in land acquisition, habitat protection and restoration, program management or regional planning? Want to be part of a talented, deeply committed, and national award-winning conservation organization? Then please read on!

Sonoma Land Trust (SLT) is looking for a person with experience in managing regional conservation programs focused on rivers and watersheds. The program area is primarily the Russian River watershed of Sonoma County. The goal is to secure fresh water for people and nature by ensuring streamflow and groundwater recharge through the protection of riparian corridors, floodplains and groundwater recharge areas. SLT is looking for candidates with a passion, commitment or understanding of this complex type of ecosystem and landscape.

SLT serves a diverse audience with broad cultural heritages, socioeconomic backgrounds, genders, and orientations. We encourage applications from candidates who reflect and value the audiences and populations we serve.

### **Overview**

The Land Acquisition Program Manager reports to the Land Acquisition Director with primary responsibilities to advance SLT's Freshwater Flows Focal Strategy for the Russian River Region. The Program Manager will also share general administrative responsibilities with other land acquisition staff for county-wide project intake and evaluation, acquisition project support, accreditation, and staffing decisions. The Program Manager will be highly proficient, confident, and excel at communicating about the program to both internal and external audiences.

The Program Manager is primarily responsible for the strategy, planning and implementation of an innovative conservation program for the Russian River Region. Based on the conservation strategies and project priorities resulting from the Russian River Subwatershed Assessment, responsibilities include securing agency support, raising grants and funds for program administration and land acquisition projects, managing all transactional requirements to complete acquisition projects, and coordinating policy issues with multiple public and private conservation partners. The Program Manager will serve as team lead for the Freshwater Flows Strategy with representatives from SLT's Stewardship, Philanthropy and Community Engagement departments. The Program Manager will also participate in staffing decisions and the hiring process for acquisition team members and provide appropriate supervision of land acquisition staff and consultants for program implementation.

### **Primary Responsibilities**

### **Conservation Planning, Policy Development and Community Participation (30%)**

- Implement the conservation goals, strategies and action items for the Freshwater Flows Focal Strategy and the Russian River Subwatershed Assessment.
- Build partnerships with public and private organizations for comprehensive and innovate solutions to the many ecological challenges facing the Russian River watershed.
- Work with SLT's Public Policy and Funding Program Manager to advance policy and funding programs that support the Freshwater Flows Strategy.
- Lead an inter-departmental team to develop and implement community and landowner engagement strategies that consistently lead to high-quality conservation projects.
- Stay abreast of conservation science developments to inform our ongoing work.

### **Land Acquisition Projects (35%)**

- Develop strong rapport and relationships with local landowners and community leaders.
- Supervise and complete all aspects of fee and conservation easement acquisition projects including landowner contacts, project evaluation, site visits, project budget, negotiation of transaction terms, due diligence, application processing, site visits, and closing. Coordinate project review with SLT staff, real estate professionals (lawyers, appraisers, surveyors, biologists) and appropriate agencies, organizations, and other partners.
- Provide supervision for land acquisition project management staff working in the Russian River Region.
- Serve as a resource for Stewardship staff related to activities on SLT Preserves as well as monitoring and easement enforcement activities on conservation easement properties within the Region.

### **Administrative Duties (25%)**

- Manage the screening, evaluation and disposition process for properties proposed for inclusion in the SLT portfolio.
- As a member of the acquisition team, contribute to ensuring that our policies and practices meet current professional standards and accreditation requirements.
- Assist Land Acquisition Director with preparation of acquisition team strategic plans, annual work plans and budgets.
- Track strategic plan progress for acquisition department reporting.

### **Fundraising (10%)**

- Collaborate with Public Policy and Funding Manager and Philanthropy team to develop and maintain relationships with public and private funding organizations.
- Secure necessary acquisition funds from public and private sources as needed to prepare conservation plans and implement acquisition projects.
- Make program presentations to SLT donor gatherings that are coordinated by SLT's Philanthropy team.

### **Essential Qualifications**

- At least 10 years of experience in conservation planning and land and water acquisition transactions, or equivalent combination of education and experience.
- The ability to work effectively with a broad range of diverse groups as evidenced by excellent listening and communication skills, balanced and reasoned approaches to problems, ability to inspire trust and confidence, and flexibility and openness to differing points of view.
- Demonstrated excellence in negotiating and closing complex conservation real estate deals.

- Experience in developing and fostering relationships with diverse communities and organizations that support the development and advancement of equity and inclusion.
- Experience in partnership development with non-profit organizations, community groups and government agencies.
- Demonstrated success in securing funding from public agencies, foundations, individuals, and other philanthropic sources.
- A working knowledge of nonprofit tax and real estate law; and ability to legal and technical documents.
- Practical and academic knowledge of natural resource issues (e.g. water, forestry, agriculture, land use, flora and fauna, wetlands restoration, etc.).
- Effective writing skills, including grant applications.
- Skill in public speaking, and ability to represent SLT in a public forum.
- Proficiency with computer applications and office systems. Knowledge of ArcGIS software a plus.
- The ability to work flexible hours including weekends and occasional evenings.

### **Schedule, Salary & Benefits**

Position is a regular, full-time, 40 hours per week (exempt status).

Salary starting at \$81,000 annually, commensurate with experience. Benefits include generous employer contributions to medical, dental and vision insurance plans. Employer contribution to retirement plan after 1 year of employment. Paid time off includes 15 paid holidays, paid vacation based on tenure and personal and parental leave in accordance with SLT policies and procedures.

This position is located at the Sonoma Land Trust office in Santa Rosa, California. Staff are working a hybrid model which allows them to work from their home office and SLT's office or in the field. Some fieldwork is required for this position.

### **About Sonoma Land Trust**

Sonoma Land Trust works in alliance with nature to conserve and restore the integrity of the land, with a focus on climate resiliency. The organization is also committed to ensuring more equitable access to the outdoors. Since 1976, the non-profit Land Trust has protected over 57,000 acres of scenic, natural, agricultural, and open land for future generations. Sonoma Land Trust is accredited by the Land Trust Accreditation Commission and was the recipient of the 2019 Land Trust Alliance Award of Excellence. For more information, please visit [the Sonoma Land Trust website](#).

We are passionate about building and sustaining an inclusive and equitable working environment that is representative of the communities we serve. We know that having varied perspectives leads to better outcomes to solve the complex problems of conservation, climate change and environmental justice in Sonoma County. And to best serve the people of our community, we are taking the actions outlined in our [Diversity, Equity and Inclusion \(DEI\) Plan](#).

### **To Apply**

Please email your resume and cover letter to [staffing@sonomalandtrust.org](mailto:staffing@sonomalandtrust.org).

### **Sonoma Land Trust is an Equal Opportunity Employer**

We strive to create a diverse and inclusive organization and encourage applicants from all cultures, races, colors, religions, national or regional origins, sexes, ages, disability status, sexual orientations, gender identities, military or veteran status or other status protected by law.