



## LAND PROTECTION MANAGER

Save the Redwoods League is seeking a **Land Protection Manager** who is responsible for all aspects of the League's real estate transactions that fulfill the League's Strategic Plan consistent with the League's Centennial Vision.

For over 100 years, Save the Redwoods League has been dedicated to protecting the ancient redwood forests so all generations can experience the inspiration and majesty of redwoods. Since its founding in 1918, Save the Redwoods League has protected more than 200,000 acres of forests and helped create 66 redwood parks and preserves for everybody to enjoy. To learn more about us, go to [www.SaveTheRedwoods.org](http://www.SaveTheRedwoods.org).

The **Land Protection Manager** assumes primary responsibility for transactions of high priority redwood properties and conservation easements while supporting other program staff working in the **Land Protection Manager's** region. This position works with staff across all departments and teams (including Conservation Programs, Senior Leadership Team, Development, and Marketing & Communications) to help identify and track the League's conservation acquisition projects. While the **Land Protection Manager** oversees all aspects of real property transactions within their portfolio, they will also coordinate the funding strategies, implement public and private fundraising activities, and provide guidance and support on outreach activities.

***We provide excellent benefits including paid vacation, sick time, medical, dental, transit benefits, life insurance and a generous 401K!***

### **Essential Duties and Responsibilities:**

- Reporting to the Director of Land Protection, and coordinating with the Conservation Programs team, serves as staffing coordinator for the land acquisition and disposition projects to facilitate the League's conservation work; participates in planning for the highest and best uses consistent with the League's mission
- Works with the League's Legal, Conservation Science, and Planning, Development, and Financial staff, to assume primary responsibility for all aspects of select real estate transactions, including: negotiates with landowners/representatives; develops and recommends transaction and funding strategies for consideration to the Director of Land Protection and the League's leadership team; presents projects to the Board; represents the League with land trust partners, funders, government personnel, real estate agents, and title companies; seeks public agency funding and projecting revenue and expenses; contracts for and reviews property appraisals and environmental reports; prepares transaction documents, completes title review, performs due diligence, and conducts closings
- Collaborates with the Development and Marketing & Communication teams to provide content for land acquisitions; serves as subject matter expert in discussions with potential funders
- Represents the League in regional groups of land trusts, federal agencies, tribes, and other partners to advance conservation efforts

- Represents the League with landowners and their representatives, public agency partners and funders, private donors, large and diverse teams of stakeholders, partners, and consultants to achieve desired program and project outcomes
- Collaborates with the Science and Conservation Planning team; identifies and prioritizes potential projects within key redwood areas, and collaborates on public lands support projects
- Conducts project research and administers and coordinates with other land program staff; drafts correspondence, memos, funding proposals, graphic and statistical reports and presentations in support of project activities
- Coordinates activities that includes public relations, outreach and third-party support for projects
- Works with League colleagues to identify policies and trends in conservation that may directly affect and support the League's overall programmatic goals

### **Qualifications:**

- Committed to the mission of Save the Redwoods League; passion for forest conservation, land management
- Bachelor's degree or equivalent experience
- Minimum 3 years' experience in real estate management and transactions
- Able to structure land transactions, conduct due diligence, and close escrow
- Background in land conservation project management, real property transactions, and/or land use planning is required
- Experience in some or all of the following is preferred: appraisals; hazardous materials reports, business operations and compliance, government and non-government contracts and grants, government and legislative relations, innovative conservation tools and approaches that go beyond traditional fee and conservation easement transactions with private and public partners
- Familiarity with California local, state and federal policies, laws, programs, permits
- Familiarity with the redwood region ecosystems, regulatory environments, geography, land trust partners, funding sources, culture, socio-economics, academic communities, conservation partners and tribal, political and government institutions, including the California Department of Parks and Recreation, the California Department of Fish and Wildlife, the California Coastal Conservancy, the California Wildlife Conservation Board, the National Park Service, Forest Service, Calfire, and the offices of elected officials
- Ability to work effectively in team environments and with outside partners
- Strong research, writing, oral communication, and presentation skills
- Proficient with Microsoft SharePoint, Teams, and Office365 programs, Word, Outlook, Excel and other databases
- Familiarity with ArcGIS preferred
- Able to coordinate substantive aspects of multiple projects and budgets; able to organize time efficiently, meet deadlines, and handle multiple demands with competing priorities
- Demonstrated cultural competency and ability to communicate and interact effectively with people across cultures, ethnic groups, and identities; verbal and written fluency in a language other than English is desirable
- Mentor junior members of the Conservation Programs department on projects
- Supervise contractors and vendors for appraisals, surveys, environmental reports, architectural designs, restoration plans, construction plans, and other master planning efforts related to specific ranges of properties and projects

### **Working Conditions:**

- Frequent travel within California, requiring multiple overnight trips, including some weekends; must have a valid driver's license and safe driving record
- Frequently required to hike through forestland while working off-site, including walking on uneven ground, climbing over obstacles, and accessing remote locations

- Some weekend and evening responsibilities
- Regularly sits or stands at a desk or computer workstation; moves about the office to collaborate with colleagues
- Occasionally lifts, carries, or otherwise moves and positions objects weighing up to 30 pounds

**To Be Considered:**

Email your resume, a cover letter addressing why you are a great fit for this role, and your salary expectations to: [Jobs@SaveTheRedwoods.org](mailto:Jobs@SaveTheRedwoods.org) with the subject heading "Land Protection Manager."

**NO CALLS PLEASE . . . we are busy protecting redwoods. *Thank You!***

***Save the Redwoods League is an Equal Opportunity Employer***

**Fluent English speakers who are bi-or multi-lingual, including indigenous language speakers, are encouraged to apply.**