

LAND STEWARD POSITION DESCRIPTION

The Land Steward is a full time (40 hours per week), hourly, non-exempt position, supervised by the Ojai Valley Land Conservancy (OVLC) Director of Field Programs, and based at OVLC's Ojai, California office. The OVLC protects and restores the open space, wildlife habitat, watersheds and views of the Ojai Valley for current and future generations. OVLC holds about 2,400 acres of land and roughly 27 miles of trails that are open for public recreation.

POSITION SUMMARY

The Ojai Valley Land Conservancy's Land Steward is an externally facing position that functions as a preserve ranger and is responsible for engaging with preserve users in the field, maintaining preserve infrastructure, and assisting in trail maintenance and restoration as needed. The Land Steward will occasionally oversee the work of contractors, volunteers, and other staff. This position is supervised by the Director of Field Programs, and works closely with other OVLC staff.

ESSENTIAL FUNCTIONS

- Preserve User Engagement
 - Enforce preserve rules; if necessary by interacting with users engaged in inappropriate use
 - Monitor for illegal or inappropriate preserve use, such as camping, etc.
 - Use Leave No Trace Principals to educate preserve users about proper and safe recreational use of preserves
 - Provide community outreach and education on the preserves and at fundraising and outreach events
 - Ensure neighbors are not encroaching on preserve boundaries
- Infrastructure Maintenance
 - Maintain and repair all gear and tools
 - Clean and maintain various trailhead infrastructure, such as kiosks, trash boxes, etc.
 - Clean and maintain fencing, signage, and benches on trails and around the preserves
 - Monitor condition of buildings on Steelhead Preserve
 - Provide oversight of professional contractors performing infrastructure work
 - Lead volunteers in stewardship activities such as placing and repairing signage, etc.
- Trail Maintenance
 - Maintain trails for hiker, mountain biker, and equestrian use
 - Lead volunteers in trail maintenance and building projects
 - Monitor for and close/restore unauthorized social trails
- Additional Duties
 - Implement seasonal preserve boundary fire clearance work
 - Support Restoration Field Crew on an as-needed basis
 - Coordinate with the Director of Field Programs and the Executive Director on annual conservation easement compliance monitoring

The Ojai Valley Land Conservancy is an Equal Opportunity Employer.

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IDEAL KNOWLEDGE / SKILLS / EXPERIENCE

- A demonstrable eagerness to engage the public and preserve users in the proper use and enjoyment of OVLC preserves
- Exercises independent and sound judgment in response to difficult situations on preserves, potentially involving illegal activities and/or damage to OVLC property, involving local law enforcement as appropriate
- Demonstrates sensitivity in educating and enforcing preserve rules and regulations with the public
- Communicates effectively in both verbal and written form to other staff, contractors, board members, volunteers, preserve visitors and the media
- Works well with staff, board members, volunteers and members of the public
- Experience training and supervising volunteers
- Experience in safe operation and minor repair of hand and power tools (e.g. chainsaw, weed whacker, etc.)
- Experience in construction, repair and maintenance of simple structures, signs, fencing, trails
- Experience in land management, including knowledge of local flora and fauna
- Works collaboratively as part of a team
- An entrepreneurial spirit in finding solutions independently
- A valid driver's license and safe driving record

WORKING CONDITIONS / PHYSICAL EFFORT

The Land Steward is required to work weekends and major holidays when preserve use is at its highest (alternate days off will be given). The position is primarily outdoor based, with roughly 90% of time spent on the preserves, and less than 10% of the time based in an office setting. This position may work in variable weather conditions, at remote locations, on difficult and hazardous terrain, and under physically demanding conditions that may require considerable physical exertion. The Land Steward must have the ability to work long hours and weekends.

All applicants who are offered employment with OVLC will be subject to a background investigation. Offers of employment are contingent on the successful completion of a background investigation.

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