Chestnut Hill Conservancy – JOIN OUR TEAM!

POSITION: CONSERVATION AND EASEMENTS MANAGER

This is an exciting opportunity to strengthen open space, watershed, and historic resource conservation/preservation efforts of a strong local nonprofit dedicated to history, preservation and land conservation.

POSITION DESCRIPTION

The Chestnut Hill Conservancy seeks an energetic, detail-oriented professional to manage and grow its conservation and easements program. This is an outstanding opportunity for an individual interested in the fields of land and watershed conservation, historic preservation, and/or urban planning.

The Chestnut Hill Conservancy, formerly called the Chestnut Hill Historical Society, is the first urban land trust in the nation to be accredited by the Land Trust Accreditation Commission. CH Conservancy is at the forefront of a growing movement to integrate land conservation and the preservation of historic and archival resources.

Although this position reports to the Executive Director, he/she is responsible for all aspects of the Conservation and Easements Program. This includes, but is not limited to: collaborating with property owners and attorneys to create new and amend conservation and preservation easements; annually monitoring the CH Conservancy’s eased properties; organizing easement cultivation events and opportunities; and responding to questions about existing easements. In coordination with leadership team, he/she works to refine and implement strategies, strengthen partnerships, and improve public policy and private best practices. Oversight of the Conservation and Easements Program is managed by a joint committee of CH Conservancy and the Friends of the Wissahickon (FOW).

This is a full-time position with a salary of $44,000 per year plus benefits. CH Conservancy provides 12 holidays, two weeks of vacation time, and chocolate.

QUALIFICATIONS:

- At least 2 years of experience/education in a relevant field.
- The successful candidate will be highly detail-oriented, organized, self-starting, and reliable, with excellent communication, and complex project management skills.
- Able to keep track and follow through on multiple threads and requests.
- Responsive and flexible.
- Although not required, a background in land conservation and/or historic preservation is desirable, as is a familiarity with conservation and preservation easements. Training will be provided, if necessary.
- Working knowledge of Microsoft Office suite is required and experience with GIS and database management is a plus.
- A valid driver’s license and access to a car is required.
- Residency in/near Chestnut Hill is considered a plus but is not required.

ABOUT CH Conservancy

Since 1967, the Chestnut Hill Conservancy has served as an educational center and leading advocate for the history, architecture, and open space of Chestnut Hill and surrounding communities in the Wissahickon Watershed. Through programs, exhibits, tours, and our Archives (with over 21,000 photographs, maps, records and more), CH Conservancy is dedicated to preserving and interpreting our region’s heritage and environment. Under our Easement Program, in partnership with the Friends of the Wissahickon, CH Conservancy protects in perpetuity over 100 privately-owned acres in the Wissahickon watershed and 19 historical facades. See more at: www.CHConservancy.org.

TO APPLY

Please submit a cover letter, resume, and relevant writing sample to Leah@CHConservancy.org.

The position is available immediately and will remain open until filled.