

# Delaware Wild Lands



Position Title: **New Castle County Conservation Programs Manager** (full-time)

Reports to: Executive Director

Location: Odessa, DE (east of Middletown, DE)

## **About Delaware Wild Lands, Inc.**

*Delaware Wild Lands, Inc. is the State of Delaware's oldest and largest land trust. Since our founding in 1961, Delaware Wild Lands has permanently protected more than 31,600 acres of land, 21,600 acres of which we now own and actively manage for vibrant wetlands and wildlife habitat, clean air and pure water, and healthy farms and forests. We support traditional uses of the landscape, including farming, forestry, and hunting, and are deeply committed to high quality stewardship and management of our lands to ensure their character, biodiversity, and natural beauty and bounty are safeguarded forever.*

## **About the Position**

The New Castle County Conservation Programs Manager is a key position at Delaware Wild Lands (DWL) and will help ensure DWL's success in achieving our mission and expanding our conservation and restoration work. The New Castle County Conservation Programs Manager will assist with Delaware Wild Lands' land conservation, protection, management, and restoration efforts in New Castle County helping to oversee conservation and restoration projects and programs on Delaware Wild Lands' 6,000 acres of land holdings in New Castle County, Delaware. This position provides an opportunity for an enthusiastic, motivated individual to grow with the organization by helping DWL develop and initiate new conservation, restoration, research and/or community outreach programs for the organization.

The New Castle County Conservation Programs Manager is also responsible for assisting with existing programs and contracts, supervising the New Castle County Land Steward, inspecting and reviewing properties and programs, assisting with maintenance of DWL's New Castle County properties, developing and maintaining good relations with lessees and neighboring landowners, grant writing and fundraising, and assisting with research, outreach, and education programs. DWL's New Castle County Conservation Programs Manager will frequently work outside on conservation and restoration projects and interact with the public to address issues and answer questions concerning DWL's mission, goals, projects, and properties.

The New Castle County Conservation Programs Manager will work from the organization's headquarters located in historic Odessa, Delaware and will also assist with conservation and restoration projects and programs on DWL's landholdings in Kent County and Sussex Counties, as needed.

## **Roles and Responsibilities**

- Restoration and management of DWL's New Castle County properties
  - Develop, document, and implement restoration plans and management actions. Monitors projects and programs to ensure goals are met and compliance with relevant contracts is maintained.
  - Develop and build relationships with partner organizations to advance DWL's mission and goals, including Ducks Unlimited, USDA Natural Resources Conservation Service, Delaware

- Ornithological Society, hunting and farming lessees, U.S. Fish and Wildlife Service, State of Delaware, New Castle County, and others.
- Act as liaison with lessees, answering questions about leases, reviewing lease provisions and ensuring compliance, and addressing problems and/or disputes.
- Outreach and education
  - Develop and implement education and outreach opportunities for landowners, volunteers, the general public, municipalities, and partners. Give property tours and present to the public about DWL, DWL's history, and land management ethic and philosophy.
  - Work with volunteers to assist with implementation of property management, habitat restoration, and outreach and education.
  - Develop content for public communications via social media, email marketing programs, and organizational newsletters.
- Other responsibilities
  - Research and Surveys: identify opportunities for, develop, implement, and oversee wildlife research and survey projects on DWL's New Castle County properties. Assist with survey and monitoring of horseshoe crabs, bobwhite quail, herpetofauna, and other wildlife on DWL lands.
  - Supervision: Oversee, supervise, and work with New Castle County Land Steward to develop, implement, manage, and evaluate DWL's New Castle County land management and restoration work.
  - Budgeting: Review budgets and work with other staff to prepare annual operating and capital budget for New Castle County properties based on current and projected property improvements.
  - Fundraising: Write, submit, and manage grants for land protection, habitat restoration, and other conservation-related activities. Manage key donor relationships to maintain and build sources of funding for current and future projects.
  - Support work of DWL's New Castle County Property Committee.

DWL staff members operate as a team and the New Castle County Conservation Programs Manager will be expected to perform other duties as assigned.

### **Required Qualifications**

- 5+ years experience in land conservation, restoration, and management; wildlife biology; and/or field biology.
  - Demonstrated ability to work effectively in a small team environment to develop strategies, set goals, resolve problems, make decisions, and implement plans that are in the best interest of the organization.
- Demonstrated ability to work with a diverse range of landowners, organizations, individuals, farmers, hunters, outdoor recreationists, birders, state agencies, public officials, and other non-profits.
- Self-starter, willing to take initiative on solving problems and provide follow-up and assistance.
- Ability to work on a flexible schedule with some night and weekend work and travel throughout the region, sometimes on short notice.
- Advanced degree in natural sciences wildlife conservation and biology, environmental science, biology, ecology, forestry, environmental studies, or natural sciences.
- Current and valid driver's license.

### **Skills/Core Competencies**

- Required:

- Excellent interpersonal, oral, and written communication skills and ability to communicate with a variety of audiences and in a variety of settings, including public speaking.
  - Demonstrated strong capability to work independently and without close supervision to implement resource management projects.
  - Success in developing, directing, and managing multiple concurrent projects.
  - Demonstrated knowledge of natural resource issues (related to land management, recreation, agriculture, forestry, etc.) and experience using prescribed fire and other natural resource management techniques.
  - Demonstrated competency with MS Office, Word, and Excel.
- Desirable
    - Knowledge of Delaware's Piedmont and Coastal Plain history, natural and human communities, ecosystems, geography, natural history, and an understanding of regional resource conservation needs and challenges.
    - Ability to create GIS maps and obtain and use GIS related data.

This is a full-time position and salary will be commensurate with experience. Benefits include paid time off (vacation, sick, holiday), insurance coverage (Health, Vision/Dental, Short-Term Disability, and Life/ADD), and opportunities to participate in an employer-sponsored retirement plan, consistent with our personnel policies.

Applications must be submitted no later than end of the day April 19, 2021. Anticipated hire date is early June 2021.

Send cover letter, resume, salary requirements, and three references to:

Debbie Turner  
 Delaware Wild Lands  
 P.O. Box 505, 315 Main Street  
 Odessa, DE 19730  
 info@dewildlands.org  
 Office: (302) 378-2736

Questions about this position may be directed to Kate Hackett, Executive Director, at 302-378-2736 or khackett@dewildlands.org. To learn more about Delaware Wild Lands visit: facebook.com/delawarewildlands or www.dewildlands.org.

Delaware Wild Lands is an equal opportunity employer. It is the policy of Delaware Wild Lands to afford equal employment opportunity to all qualified persons regardless of race, color, religion, gender, national origin, military status, disability, age, or genetic information.