

Arizona Land and Water Trust

Land Project Manager Opportunity

November 2022

About Arizona Land and Water Trust

Established in 1978, Arizona Land and Water Trust (Trust) is celebrating its 45th year of operation in the coming months. The Trust is committed to protecting Southern Arizona's western landscapes, its heritage of working farms and ranches, wildlife habitat and the water resources that sustain them. The Trust partners with rural landowners and federal, state and local government entities to develop regional conservation plans to permanently protect land and water. To date, the Trust has permanently protected over 69,000 acres in Southern Arizona.

This Role: The Land Project Manager initiates and completes land transactions in accordance with the goals and objectives of the Trust and its Land & Water Program. This is a pivotal position on the Trust's team, working with the Land Program Director, other team members and program partners to bring high priority land protection projects to completion. Specifically, the Project Manager is responsible for managing individual fee title and conservation easement projects through all phases, from initial conceptualization through landowner negotiations and the due diligence process, to final transaction closing and recordkeeping. They will also assist with the Trust's other work such as GIS mapping, project planning and other associated outreach including developing and strengthening partnerships with landowners, government agencies, conservation organizations and funding sources. These partnerships further the Trust's mission to plan, develop and implement conservation acquisitions protecting significant land and water resources.

Key Responsibilities

- Manage all aspects of extensive land transaction project planning, for both fee title and conservation easement acquisitions, including landowner negotiation, due diligence supervision and project implementation
- Draft grant proposals as well as reports to foundation and agency grant administrators
- Identify and develop new sources of funding for conservation projects along with general program support
- Strengthen and develop partnerships with landowners, government agencies and other conservation organizations
- Successfully complete conservation planning projects as assigned
- Develop GIS maps and other related supporting materials
- Create appropriate outreach materials for community meetings and conferences
- Coordinate and make presentations at stakeholder outreach and education workshops
- Assist Executive Director and Donor Engagement Manager with events including field trips, Saguaro Circle, and other donor-centric activities as requested.
- Assist Land Program Director with all other areas of the Trust's Programs

Qualifications Sought

- A Bachelor's degree in a related field (Natural Resources Management, Geography, Ecology, etc.) with graduate work in a relevant field considered a plus
- Experience with, or training in, real estate transactions and real property law
- Minimum 3-4 years of experience in a related field

- Experience working with agricultural landowners preferred
- Experience developing and presenting public education and outreach programs
- A true commitment and dedication to land and water conservation

Competencies Needed for Success

- Superior project management skills
- Demonstrated capacity to work collaboratively on complex projects involving multiple stakeholders such as land owners, public land managers, academic institutions, and conservation and community-based organizations
- Excellent verbal and written communication skills, skilled at effectively conversing with rural and urban landowners, agency staff, academics, and local leaders
- Knowledge of Arizona landscape, land and water policy, and ecology a plus
- Experience writing, securing, and/or administering grants, especially with partners and contracts with consultants
- Experience with GIS mapping and organizing related databases
- Willingness to travel up to 25% of the time, primarily throughout Arizona
- Proven ability to work both independently and within a strong team-oriented environment.

Associated Physical Demands

- Must be able to meet with landowners off-site, travel, work at a desk, and operate a computer
- Must be willing to participate in field work
- Majority of work hours occur on weekdays between 8 a.m. and 5 p.m. but some evening and weekend meetings may be necessary

Salary and Employee Benefits

The Project Manager is full-time, exempt, position

Competitive salary, commensurate with experience and qualifications

Paid holidays, vacation and sick time off benefits

Medical and dental benefits available along with a Simplified Employee Pension program

Please send cover letter and resume to:

Scott McDonald, Interim Executive Director
Arizona Land and Water Trust
2810 N. Alvernon Way, Suite 600
Tucson, AZ 85712

Or email to: smcdonald@alwt.org

Up to 3 references will be requested and checked prior to hiring

The Arizona Land and Water Trust is an equal opportunity employer dedicated to supporting a highly regarded, collegial and respectful team of high energy professionals.