



Land Protection Manager

Job Description

EMPLOYMENT CLASSIFICATION: Full-time hourly position (40 hours/week); non-exempt. Requires occasional work on weekends and outside of regular work hours.

LOCATION: FRLT Main Office, Quincy, CA 95971 (on-site or hybrid within Feather River region)

POSITION SUMMARY: The Land Protection Manager manages all aspects of the Land Protection Program and will play a key role in developing, advancing, and closing key conservation projects across the Feather River Watershed through a variety of protection models including conservation easements, land transfers, fee-title acquisitions and Indigenous land return. This role reports to and will receive mentorship from the Conservation Director, Shelton Douthit. FRLT is a nationally accredited land trust and one of the leading conservation organizations in the northern Sierra. Since our founding in 2000, FRLT has helped protect over 110,000 acres of important headwaters, meadows, forests, and wildlife habitat. The ideal candidate will be a skilled land conservation professional with strong leadership skills and demonstrated experience managing a variety of real estate transactions in partnership with landowners, funders, contract specialists, and agencies. This is a unique opportunity to help strategically shape and lead the future of conservation in the Feather River region!

JOB RESPONSIBILITIES:

Transaction Management

- In collaboration with Conservation Director, oversee and manage all aspects of the FRLT Land Protection Program including project selection, evaluation and site visits, conservation plan development, landowner outreach, coordination of appraisals, baseline documentation reports and land surveys, performance of title due diligence, and coordination of escrow closings
- Manage transaction tracking and project status documents and maintain project momentum
- In coordination with Operations staff, prepare necessary contracts and associated documentation to hire appropriately qualified contractors and monitor compliance with contract terms and Policies & Procedures

Program Management

- Coordinate with Conservation Easement Program Manager to support onboarding of conserved lands into easement monitoring program including bridging landowner relationships, collating and filing documentation, and sharing technical knowledge of properties
- Prepare and maintain transaction management-related policies and procedures, landowner educational materials, and program records
- Facilitate & prepare agendas & presentations for Land Protection Committee meetings
- Prepare necessary background documentation, reports, and presentations for Board & funders
- Foster and maintain relationships with local entities including landowners, community stakeholders, other natural resource management organizations and agencies, and regional partners

Program Development & Strategy

- Research and develop potential conservation opportunities

- Strengthen and expand relationships with partner agencies (state, federal, tribal, and nonprofit partners) including making public presentations
- Assist with development and refinement of the Land Protection Element of FRLT strategic plan

Fundraising and Grants Management

- Research funding opportunities, write grants, coordinate contracted grant writing, manage grants, and grant reporting and invoicing in coordination with Fund Development & Operations teams
- Participate in the communications efforts, fundraising, and community engagement related to conservation protection projects, including donor gatherings and events

QUALIFICATIONS & ATTRIBUTES:

The skills and attributes listed are guidelines. Your education, work experience and life experience all contribute to your skills and competencies. If you meet 75% of the qualifications listed, we encourage you to apply.

- A minimum of 6 years' professional experience managing or supporting complex conservation real estate transactions including conservation easements for a conservation organization
- Strong written, verbal, and interpersonal communication skills, and comfort with public speaking
- Proficiency with computers and software including Microsoft Office Suite, ArcGIS, onX, Google Earth Pro and similar applications, and the ability to learn new programs and apply them to work
- Experience writing technical proposals and/or grants
- A well-organized self-starter, with great attention detail, and diligence to follow complex projects through
- Scientific knowledge of, and field experience with landscapes of northern California
- College degree in a relevant field of study, or equivalent and relevant work experience
- Ability to drive a vehicle and valid driver's license
- A passion for FRLT's mission to conserve, care for, and connect people to important lands and waters in the Feather River Watershed

Physical demands include:

- Ability to lift 50 pounds, stand and sit for extended periods of time, reach with hands and arms, walk, climb, balance and stoop, including climbing stairs
- Ability to regularly and accurately communicate with others in person, via phone, and computer
- Ability to visually assess landscape features and to inspect, identify, observe, and assess safety situations in all work environments
- Work environment may include unpredictable weather conditions in remote locations, and hiking and walking on uneven or rough terrain for extensive periods

COMPENSATION & BENEFITS: Pay starting at \$33.00-\$39.00 per hour. This full-time role is eligible for FRLT's accrued Paid Time Off program, paid wellness time, retirement program (SIMPLE IRA with 3% matching), and professional development opportunities. After 60 days, eligible to enroll in Medical/Dental/Vision Insurance (50% of premiums paid for employee and dependents).

TO APPLY: Please send the following items—combined into 1 PDF document—to apply@frlt.org no later than **May 1, 2026**: 1) your current resume, 2) a short cover letter that describes your background, experience, and fit for this role, and 3) the names, emails, and phone contacts for three (3) professional references (we will consult you before contacting references directly).