



Organization: Mississippi Valley Conservancy  
Date Posted: 3/9/2018  
Location: La Crosse WI  
Position: Stewardship Technician  
Full-time, salaried.

**About Mississippi Valley Conservancy:** Founded in 1997, Mississippi Valley Conservancy is a nationally accredited regional land trust that has permanently protected nearly 20,000 acres of scenic lands in southwestern Wisconsin by working with private landowners, businesses and local communities on voluntary conservation projects. The focus of the Conservancy is to conserve the forests, prairies, wetlands, streams and farms that enrich our communities, for the health and well-being of current and future generations.

**Principal Duties and Responsibilities:**

The Stewardship Technician will be a member of a team dedicated to permanent land protection, habitat restoration, and public outreach in the Driftless Area southwestern Wisconsin. The position is responsible for providing technical and administrative support to the land protection staff on day-to-day operations, and conservation easement stewardship. Duties include collecting, organizing and digitizing data, GIS mapping, updating conservation easement baseline reports, monitoring conservation easements, and supervising volunteers.

In addition to the specific duties outlined below, assist with ad-hoc projects in support of the Conservation Director and other staff as required.

**Primary responsibilities:**

- GIS Mapping – prepare maps and data to support land protection, management, and outreach
- Utilization of GPS to find survey markers, photopoints, boundaries and other features in the field
- Database management & data entry
- Preparation of conservation easement baseline documentation report updates, documenting changes in land use, habitat types, listed species and property boundaries
- Perform annual monitoring visits with private landowners and document land use changes
- Assist with grant funding proposals, implementation, and reports
- Volunteer and intern coordination and supervision
- File organization, scanning, archiving

**Essential Job Functions and Abilities:**

- High proficiency in ArcMap 10.x and handheld Garmin usage
- Strong organizational, planning and multi-tasking skills with attention to detail and follow-up
- Ability to manage multiple priorities and work under tight timeframes
- An understanding of land conservation issues
- Ability to lift and carry at least 50 lbs, and traverse uneven terrain in all four seasons of the year
- Ability to traverse 400+ acre sites on foot, in a timely manner and be comfortable hiking alone
- Experience and knowledge identifying habitat types, rare species, and an awareness of general ecosystem principles and management techniques
- Open to researching and trying new initiatives and technology
- Provide an up-beat, friendly, thoughtful, creative, helpful and engaged presence inside and outside the organization.

- Possess valid driver's license and dependable vehicle
- Available to work some evening and weekends
- Approximately 35% field work and 65% office work overall

**Minimum Qualifications:**

- Bachelor's degree in a natural resources or related field, and/or 3 years of related professional experience
- Successful candidate will be self-directed, highly motivated, flexible, and detail-oriented
- Computer proficiency, including ArcGIS software
- A commitment to the Conservancy's conservation goals
- Knowledge of the flora, fauna, and landscape of the unique Driftless Area of southwestern Wisconsin.

**Preferred Qualifications:**

- Experience with conservation easement monitoring and the preparation of baseline reports
- Ability to accurately identify area habitat types, native and invasive plant species
- Experience with grants tracking, management, writing, budgets development and/or reporting
- Experience using navigational apps for mobile devices to collect field data

This position reports to the Conservation Director.

Compensation: Commensurate with experience. Mississippi Valley Conservancy offers competitive compensation, benefits and a collaborative work environment. At the Conservancy you will find a culture that supports and inspires conservation achievement and personal development.

To Apply: Email a cover letter and resume to Abbie Church at [achurch@mississippivalleyconservancy.org](mailto:achurch@mississippivalleyconservancy.org). Open until filled.