



**Job Title:** Conservation Planner  
**Starting Salary:** \$40,000 - \$45,000  
**Location:** Hybrid  
**Reports to:** Director of Land Protection and Stewardship East  
**Application Deadline:** January 6, 2023

### **About TLC**

TLC is an accredited and well-respected land trust, having protected 23,000 acres in the rapidly growing Triangle region of North Carolina. Since 1983, TLC has conserved land to safeguard drinking water, support family farms and the local food economy, protect important natural habitat, and connect people with nature. TLC is currently headquartered in vibrant downtown Durham, although most staff are working remotely or hybrid. This is an exciting time to work at TLC! We are seeing a dramatic increase in the use of our public nature preserves and growth in community support for our mission. TLC is currently working toward conserving 25,000 acres by 2025, as outlined in our [Strategic Action Plan](#).

TLC seeks to attract candidates who support our [mission and values](#), as well as respect and promote excellence through diversity. To this end, TLC recruits, hires, trains, and promotes individuals without regard to color, race, religious belief, sex, marital status, sexual orientation, national or ethnic origin, disability, veteran status, or age. We are seeking candidates that demonstrate diversity of perspective, experience, and culture. We strongly encourage applications from Black, Indigenous and People of Color applicants as well as any applicants who are historically underrepresented in the position being advertised and in conservation work. To learn more about TLC, please visit our website [www.triangleland.org](http://www.triangleland.org).

We encourage applications from people who have a passion for our work and ambition to learn and grow with us, even if your professional experience does not align perfectly with the position. In other words, we may be willing to train the right person with a solid foundation of most skills required for the job. TLC has a generous support system that includes a mix of paid professional development opportunities as well as training and support from fellow staff members.

### **Position Summary**

The Conservation Planner is a mid-level position who plays an integral role in TLC's land protection program. The Planner will serve as the project manager for new and existing conservation plans and initiatives. The preferred candidate will have experience creating and utilizing planning data to develop strategies to achieve the goals of TLC's strategic action plan as well as GIS (Geographic Information Systems) for producing maps; and some knowledge of the cultural and natural resources. The position will also serve as the TLC liaison for various planning initiatives across the Triangle and work closely with local governments, resource partners, and community members on conservation initiatives.

## **Essential Duties Include**

### **Community Outreach**

- Plan and help lead stakeholder and community input sessions
- Assist with building and maintaining relationships with partner agencies, organizations, and communities.
- Assist with education and outreach pertaining to land protection work including special events, public relations, plan review, and workshops.

### **Facilitation**

- Coordination of all phases of land protection prioritization including outreach strategies, landowner contact, project evaluation, strategic land protection planning, and grant writing.
- Work on planning projects such as farmland plans and regional initiatives.
- Serve as the liaison between local government, land developers, and TLC.

### **Advanced GIS**

- Provide support in the process of updating existing GIS models and developing new models.
- Developing conservation plans and strategies to support the strategic action plan.
- Manage GIS data and use it to track progress towards achieving the goals in TLC's strategic action plan.
- Help support the development of concept plans and designs for future preserves and priority areas

### **Communications and planning**

- Draft and coordinate strategic conservation plans for TLC Initiatives.
- Support partnerships like the [Upper Neuse Watershed Protection Program](#) and [Jordan Lake One Water Program](#)
- Grant writing as necessary to support project and planning work.

## **Essential Experience, Technical Skills and Competencies**

- Bachelor's degree in planning, geographic information systems, geography, environmental management, environmental science, landscape architecture or a closely related field and two years' experience, or an equivalent combination of education and experience.
- Extensive knowledge of Esri ArcGIS Suite (ArcGIS Pro, ArcGIS Online, model builder, spatial analyst, network analyst), and ability to learn new trends and technology in GIS applications. Experience customizing ArcGIS using Python a plus.
- Knowledge of advanced spatial analysis and modeling techniques (e.g., site suitability analysis, least cost path analysis, species distribution modeling, hydrology/watershed modeling, etc.).
- Technical writing experience drafting plans, analytical summary tables, and graphics.
- Experience conducting community outreach and working with technical advisory groups and stakeholders.
- Excellent presentation skills, and ability to make technical information accessible to non-technical audiences.
- Background in natural resource conservation, climate science, and earth science.
- Exceptional critical thinking, analytical, problem-solving, and organizational skills; the ability to focus on solutions.
- Awareness of and willingness to actively participate in Diversity, Equity and Inclusion efforts with a commitment to seeing how our work can be more equitable and support those efforts.

- Ability to work independently with limited supervision as well as collaboratively in an environment that stresses teamwork.
- Flexible and able to manage multiple tasks, work with different personalities and manage tight timelines with accuracy.
- Project management skills with a strong attention to detail.
- A service-oriented mindset with the desire to help others succeed.

### **Benefits**

This is a full-time permanent and exempt position with excellent benefits; including employer paid health, dental and vision insurance, short-term and long-term disability with generous paid time off and holiday observances.

### **How to apply**

Applications should be submitted via email as a single pdf to [hr@triangleland.org](mailto:hr@triangleland.org) with the subject line “[Position] Application.” The following documents should be included: 1) letter of interest/cover letter, 2) maximum two-page resume, 3) map work sample (ideally from a conservation planning project), and 4) three professional references. References will not be contacted without notifying you first.

All applicants will receive a confirmation email. If you are selected to move forward, HR will contact you. We do not accept online application submission from Indeed, LinkedIn, or Simply Hired. Please no contact from recruiters. And please no emails, phone calls, or drop-ins for application status updates. No paper submissions.

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