

Fellowship Job Description

Organization name (and applicable abbreviations): Palmer Land Conservancy (PLC)

Organization City (primary work location): Colorado Springs

Website URL: www.palmerland.org

Organization Mission Statement (and/or any other relevant information you feel would be helpful to understanding the organization): To protect land and water for the wellbeing of nature and people. Since 1977, Palmer Land Conservancy has worked with individuals, private and public partners, and various communities to protect over 137,000 acres of land forever including 20 of your favorite public parks and open spaces, important working farms and ranches, and iconic scenic views. We passionately promote the conservation and enjoyment of our region's most important natural assets that define why we love Colorado: its natural beauty, locally grown food, and outdoor recreation.

Anti-Discrimination Statement/Policy: The Conservancy believes that equal opportunity is important for the continuing success of our organization. In accordance with federal, state, and municipal laws, this organization intends to comply with these laws which preclude discrimination against employees (or applicants for employment) because of race, disability, color, creed, religion, gender, age, sexual orientation, national origin, ancestry, citizenship, veteran status, or any other protected classification in hiring, promoting, demoting, training, benefits, transfers, layoffs, terminations, recommendations, rates of pay, or other terms and conditions of employment. Opportunity is provided to all employees and applicants based on qualifications and job requirements.

Supervisor Name: Theron Verna

Supervisor Title: Land Stewardship Manager

Fellowship Overview

Will this be a Summer or Yearlong Fellowship? Summer

Job Title: Stewardship Fellow

Job/Role Overview: The Stewardship Fellow works closely with the Land Stewardship Manager (LSM) to achieve Palmer's annual monitoring goals. Palmer has conserved 144 properties since 1977, 20 of which are public parks and open spaces. The Fellow will visit Palmer's public properties and communicate with our land managing partners, taking notes and documenting observations on the property conditions. The Fellow will utilize

various navigation and monitoring software to complete reports and meet regularly with the LSM to prepare for upcoming work and reflect on completed work.

Primary Responsibilities/Job Duties: The Fellow will primarily be responsible for organizing and conducting annual monitoring visits on at least 17 of Palmer's 20 public conserved properties (including Red Rock Canyon Open Space, Bluestem Prairie Open Space, and the Paint Mines Interpretive Park, to name a few). As an accredited land trust, Palmer is obligated to conduct annual monitoring visits on each of our 144 conserved properties to ensure their compliance with their respective conservation easement terms. During monitoring visits, the Fellow will review historical property documents (including conservation easements), work closely with public land managers and partners and record their observations on each property, which they will compile into thorough reports for the Land Stewardship Manager. This position requires strong attention to detail, willingness to work independently at times, physical ability to walk and/or bike for long periods over different terrain, and an ability to communicate effectively and professionally with a variety of stakeholders.

Duration of Fellowship (number of weeks): 10

Average hours per week: 40

Describe the on-site vs. remote expectations of this position (if hybrid, please include percentage of in-person/remote): The Fellow will have the option, as all PLC staff do, of working from the Palmer Office in Pueblo and/or Colorado Springs, or working from home when computer work is required. Because the Fellow's primary responsibility will be monitoring Palmer's public conserved properties, there will be a significant amount of travel/outdoor time away from home required.

Are there any specific expectations regarding remote work of which the fellow should be aware (e.g., fellow will need their own computer when working from home, fellow is expected to live in the primary city the organization is based in)? The Fellow will be provided with a Palmer-issued laptop, and will be expected to complete their work each week whether working remotely or in the office. The Fellow will be able to utilize the Palmer vehicle, provided they show proof of vehicle insurance. There is a significant amount of travel required for this position, so reliable transportation is essential.

Describe what a typical week as a PIFP fellow in your office might look like: The Fellow will work with our public property partners (such as park rangers or city managers) to schedule monitoring visits and evaluate our public properties for compliance with their respective Conservation Easement terms. Typically, a Fellow will complete 2-3 monitoring visits per week, which requires hiking, biking, or reviewing aerial imagery of these properties. The remainder of the week will be spent completing monitoring reports using information and observations gathered during the monitoring visit (or imagery review).

There will be opportunities for supplemental education and experiences, such as visiting private properties with the Land Stewardship Manager, working with the communication team at PLC to organize events, attending webinars or in-person training related to conservation easements or stewardship, and more. The Fellow, if desired, can make the most of their time at Palmer by exploring each aspect of the organization. The Fellow does work independently most of the time; however, there are opportunities for teamwork and collaboration with other staff.

Pay per hour: \$16.50

Additional benefits offered to the fellow: Opportunities to explore GIS and other mapping technologies; networking and education through events and online resources; special project management opportunities; a chance to work with a small, connected staff of like-minded people with the 17th largest land trust in the country!

Additionally, this position is funded entirely by Charlie Campbell of the Heather Campbell Chaney Environmental Fellowship (HCCEF). The Catamount Institute also hosts an HCCEF Fellow. Part of the fellowship will entail some meetings with Charlie, engagement with current or previous HCCEF fellows, and an end-of-season reflection that will be submitted to Charlie at the end of the fellowship.

The Fellowship Experience

Through this role, the fellow will build capacity in this organization by: Continuing the perpetual stewardship of our conserved properties, ensuring internal documents and systems are organized and up-to-date, providing insight into ways we can improve and grow our stewardship program, strengthening relations with our public partners, and bringing a new perspective to the conservation realm. You will be a part of the next generation of land stewards!

The fellow will contribute to societal systemic change during this fellowship by: Conservation easements are stewarded in perpetuity. This means our work is constantly evolving and adapting to the conditions of a changing world. The future of conservation depends on the next generation to protect the land, water and nature that connects us all. During your fellowship, you will be a part of discussions that center around the role of conservation in resiliency, equity, diversity and inclusion as the community navigates these topics through advocacy, legislation and other local and statewide initiatives.

The fellow may also engage in direct service and impact the community in the following ways: N/A

Please provide specific examples about how the fellow might enhance their career readiness during this fellowship in the 2-3 most relevant areas:

The Fellow will largely be creating their own weekly schedule, and will learn to prioritize and manage their time in a way that works best for them. Ideally, the Fellow will identify areas in which they would like to grow and proactively pursue opportunities that will benefit them during their fellowship.

The Palmer Fellow is required to engage with our land partners, such as park rangers or managers, via an in-person visit or phone call. These visits/phone calls are treated as conversational interviews, where the fellow will ask questions about management practices and uses while making their own observations. The information they collect during their conversations is compiled into a report which is given to the Land Stewardship Manager, so the Fellow's observations and notes must be recorded clearly and concisely. The Fellow will gain experience communicating with a variety of individuals, and collecting and sharing information.

While conducting monitoring visits, the Fellow is required to make observations about the property which they will share with the Land Stewardship Manager (LSM). The Fellow must decide what information is important to collect and with how much detail to describe their

observations in order to accurately share the conditions of the property with the LSM. While the Palmer Fellow will be working independently most of the time, they will be in close contact with the Land Stewardship Manager and will demonstrate leadership through their ability to prioritize and manage their time, ask pertinent questions, think critically and submit accurate and detailed reports in a timely manner.

What support or professional development can the fellow expect from their supervisor, other staff, or the organization? The Fellow will work one-on-one with the Land Stewardship Manager, and can expect weekly check-ins to track progress and talk through questions; other Palmer staff will be available as needed. The Fellow will be a part of any relevant staff or external meetings. Additionally, the Fellow will have the opportunity to connect with Charlie Campbell of the Heather Campbell Chaney Environmental Fellowship, who funds the Fellowship position at Palmer and at the Catamount Institute. The Fellow can expect to connect with past and current HCCEF Fellows. The Palmer team encourages open communication and transparency to ensure success of all team members. Finally, an exit interview is conducted at the end of the fellowship with the Land Stewardship Manager.

Qualifications and Expectations

Required qualifications/skills/expectations:

- You hold a valid driver's license
- You celebrate wins and use losses as an opportunity for growth
- You love the land and your personal life reflects your care and respect for nature and the outdoors
- You strive for excellence and not perfection
- You are unafraid to ask for help or ask questions You say what you think even if others may disagree
- You bring a positive attitude and optimism to your work
- You are committed to finding solutions rather than dwelling on roadblocks
- You understand that your actions impact others and you strive to be fair, honest, and accountable to yourself and the team
- You do what you say you're going to do

Preferred qualifications/skills/expectations:

- Experience with mapping software
- Navigation skills
- Ability to work efficiently independently
- Familiarity with local ecology

Advice for applicants considering this fellowship: Palmer's core values include passion, impact, courage, personal responsibility, resourcefulness and commitment. Applicants who feel they align with those values are encouraged to apply.

Applicants interested in this fellowship should answer the following supplemental question on their interest form:

1. Why does conserving land, water, and nature in southern Colorado matter to you?
2. What interests you most about this position and what part(s) of the position are you unsure of?
3. Describe something you are reading or listening to right now.