



LEELANAU CONSERVANCY POSITION DESCRIPTION  
STEWARDSHIP TECHNICIAN  
FULL-TIME SEASONAL NON-EXEMPT EMPLOYEE

The Stewardship Technician (2 positions) will be a member of the Natural Area Stewardship team, dedicated to the care and maintenance of the Leelanau Conservancy's 30 natural areas, which encompass nearly 4,000 acres and 52 miles of trails. The Stewardship Technician will complete a diverse set of tasks associated with enhancing the ecology and sustainability of the natural area habitats as well as ensuring safe and accessible recreational trails and infrastructure.

RELATIONSHIPS

- Reports directly to the Director of Natural Areas and Preserves
- Works closely with the Infrastructure Manager and Land Stewards
- Works cooperatively and collaboratively with Conservancy staff and Conservancy members, as well as partner organizations, agencies, and businesses.

RESPONSIBILITIES

- Perform routine recreational maintenance of trails including mowing, brushing, and clearing of downed trees.
- Assist with sign management- installation, replacement, data collection.
- Maintain Natural Area infrastructure- boardwalks, parking areas, trailheads, gates, boundary markers, and kiosks.
- Implement ecological land management activities including tree pest and disease monitoring, field data collection, seed collection, and tree planting.
- Invasive plant monitoring and control for target species- mostly manual control but will also include some herbicide application.
- Assist with stream sampling for LC water quality program.
- Engage in proper use and maintenance of stewardship tools and equipment, including vehicles, herbicide equipment, hand tools, power tools, GPS units and iPad tablets.
- Assist with documentation and record keeping.

- Light carpentry and construction- benches, kiosks, fences
- Assist with volunteer events at Natural Areas

Physical Factors: The ability to work both indoors and outdoors, to carry necessary equipment and supplies, and occasionally work long hours in rough terrain and inclement weather.

Training, Education, and Experience:

- Currently has or is seeking a degree in a natural resource management or related discipline OR
- High school diploma and one year (season) of experience in invasive species management, light construction, or related experience.

Minimum Qualifications

- Valid driver's license
- Has, or is willing to obtain a Commercial Pesticide Applicator's license
- Computer proficiency (typing, email, word processing, excel)
- A commitment to the Conservancy's conservation goals
- Ability to communicate well and maintain good relationships with members, volunteers, landowners, and partner organizations
- Provide a positive, professional, and helpful presence inside and outside the organization
- Ability to work as part of a team
- Self-directed, initiative-taking, flexible, and detail- oriented

Desired Skills:

- Field experience and familiarity in identifying Northern Michigan flora, fauna, and natural communities
- An understanding of land conservation issues
- Experience with hand tools, power tools, chainsaws, and towing trailers
- Experience working with volunteers

WORK HOURS AND LOCATION

Full-Time, Hourly, Seasonal (Up to 24 weeks), May-October 2025. Travel around Leelanau County is required.

COMPENSATION

The salary is \$22 per hour.

## APPLICATION

To be considered for this opportunity, please send your cover letter and resume to [ssadowski@leelanauconservancy.org](mailto:ssadowski@leelanauconservancy.org). References will be requested for final candidates. For full consideration, apply by February 7, 2025.

The Leelanau Conservancy provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

*ABOUT THE LEELANAU CONSERVANCY: We are one of the nation's top land trusts. Our mission is to conserve the land, water and scenic character of Leelanau County, Michigan. In our 36-year history, we have conserved more than 18,000 acres, including 30 natural areas and preserves, over 200 permanent conservation easements and 537 miles of streams and shoreline.*