



## Position Information

Position:	Forest Operations Manager
Company:	The Conservation Fund
Location:	Chapel Hill, NC
Salary Range:	based on experience
Employment Type:	Full Time
Start Date:	May 2019

## Requirements and/or Preferences

Education:	Bachelor's Degree
Required Experience:	5 to 8 years
Contact Information:	For additional information about The Conservation Fund, visit our website at <a href="http://www.conservationfund.org">www.conservationfund.org</a> . We offer an excellent benefits package including medical, dental and life insurances; 403(b) plan; paid vacation, sick and parental leave and paid holidays.

## Job Description

### **POSITION SUMMARY**

Manage day-to-day forest management operations on a growing base of timberlands and to assist with the acquisition as well as dispositions of conservation forest land and working forest conservation easements. Duties include, but are not limited to: managing a growing stable of independent forestry consultants and developing and meeting operational budgets involving timber harvests, restoration projects, recreational leases, taxes and forest certification. All activities will maintain and enhance neighbor, partner, donor and stakeholder relationships. Incumbent will also monitor regional product pricing and market trends. This position will be located in our Chapel Hill, NC office.

### **PRIMARY RESPONSIBILITIES**

The Forest Operations Manager will be responsible for directing forestry consultants on all Working Forest Fund properties, currently involving over 20 projects and +-300,000 acres in 14 states and growing. This position will include:

- Managing the production of annual budgets, reports, management plans, silvicultural prescriptions, hunting leases, maintenance and restoration projects
- Inspecting management activities and meeting with consultants and stakeholders on a regular basis
- Ensuring projects are enrolled in applicable current use tax programs and reviewing tax bills for accuracy and approving payment
- Coordinating operations to insure conformance of enrolled projects to state BMP and forest certification standards
- Supporting land acquisition as well as fee and easement dispositions on current projects
- Updating GIS database to track management activity.
- Working with the Business Manager to ensure tracking and reporting functions are optimized
- Working with the Manager of Forest Financial Planning & Analysis to ensure information systems are accurate and up to date.
- Working with the Manager of Conservation Acquisitions to assist with Conservation Easement development
- Interfacing with the West Coast Forest Management team
- Working with Regional Real Estate staff
- Managing forest certification system (SFI, FSC, Tree Farm) for The Conservation Fund

### **DESIRED BACKGROUND AND PERSONAL ATTRIBUTES**

- Self-motivated and independent professional that works wells as an individual and as a member of a team.
- Excellent communication skills
- Proficient in basic business and forestry software (MS Word, Excel, ARC-GIS)
- A Bachelor's degree in forestry or a closely related natural resource field. 5 + years field experience and/or a Masters in Natural Resource Management or business-related field is preferred.
- Ability to interact well with diverse stakeholders, including timberland owners, public agencies, community groups, and local citizens.
- Experience with planning and evaluating forest operations: including an understanding of silvicultural regimes, forest inventory systems, roads, certification schemes and environmental regulations; preference for knowledge of ecological forestry practices.

### **PHYSICAL/MENTAL REQUIREMENTS:**

- This position requires the incumbent to have a valid driver's license and a willingness and ability to travel frequently throughout the US to visit remote forested tracts.

Send resume and cover letter explaining interest to [wffcareers@conservationfund.org](mailto:wffcareers@conservationfund.org). People of color, women, and veterans are especially encouraged to apply.

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