



Western Reserve Land Conservancy

land • people • community

JOB POSTING

MANAGER OF COMMUNITY FORESTRY

Western Reserve Land Conservancy has an immediate opening for a Manager of Community Forestry. The position reports to the Senior Vice President and Director of Thriving Communities and will be located at our Thriving Communities office in Cleveland, Ohio.

This is a full-time position with a salary range of \$55,000 to \$65,000 annually, and the position is eligible for benefits.

BACKGROUND

Western Reserve Land Conservancy provides people with essential natural assets through land conservation and restoration. Headquartered in Moreland Hills, Ohio, we are a non-profit organization, the largest land conservancy in Ohio and nationally accredited by the Land Trust Alliance. Serving an area of 20 counties from the Pennsylvania line to the Sandusky Bay, the Land Conservancy has permanently conserved more acreage than Cleveland Metroparks and the Cuyahoga Valley National Park combined. We work with private and public landowners, farming families, neighborhood development corporations, corporations, county park systems, local residents and many more to help create communities nourished by vibrant natural lands, working farms and healthy cities. Thriving Communities, our urban revitalization program, is nationally recognized for thought leadership on removing blight; creating land banks statewide to find productive uses for vacant properties; and revitalizing communities through greening strategies. Our mission is funded through a combination of program revenue, government grants, and philanthropic gifts from individuals, foundations and corporations.

POSITION SUMMARY

Reporting to the Senior Vice President and Director of Thriving Communities, the Manager of Community Forestry (“Manager”) is responsible for leading Reforest Our City (ROC), the community forestry program for Western Reserve Land Conservancy throughout northeast Ohio. This person is the primary source of forestry expertise for all of the Land Conservancy’s community forestry projects. The Manager is responsible for coordinating the full range of activities required to implement targeted projects and will be expected to set annual goals, establish and meet timelines and budgets, collaborate with internal staff and external partners, manage directly or indirectly the members of the ROC staff, coordinate activities across teams and track progress and results. The Manager will also assist in strategic and program planning, grant writing, preparing reports and maintaining accurate records across multiple projects.

KEY AREAS OF RESPONSIBILITY

Program Leadership

- Lead planning for the Land Conservancy’s yearly urban tree planting projects, including site and species selection, planting plans and supplies
- Supervise ROC staff in implementing goals of the ROC program

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- Draft and manage ROC program budget and expenditures
- Develop and implement annual tree maintenance plans, including trimming/removal, fertilization and watering
- Ensure database of ROC-planted trees is maintained and current
- Manage the acquisition of quality tree stock at best possible price and ensure trees are well maintained while in storage
- Oversee a system that ensures ROC equipment and tools are well-maintained, replaced as needed and securely stored when not in use
- Oversee the planning and implementation of the Land Conservancy's Tree Steward training program
- Assist with writing grants related to community forestry or other areas as requested
- Able to embrace and advocate the mission of Western Reserve Land Conservancy

Internal and External Collaboration

- Develop and maintain relationships with City of Cleveland urban forestry staff and work closely with City of Cleveland urban forestry staff to implement projects
- Serve as member of the Land Conservancy's Urban Team Vetting Committee
- Initiate projects and manage relationships with tree planting partner organizations
- Coordinate with Land Conservancy Development staff to host events for corporate sponsors and ensure partner organizations have an excellent experience with planting projects
- Provide forestry expertise as requested for other Land Conservancy departments and/or external partners and stakeholders

EDUCATION, EXPERIENCE AND CAPABILITIES

- At least 3 years of experience, preferably in community forestry; experience in forestry, natural resources or conservation will also be considered
- Bachelor's degree from an accredited college, with major in forestry, environmental science or natural resources preferred
- ISA Certified Arborist designation (or working towards that designation) strongly preferred
- Background in public greening projects with some exposure to landscape architecture helpful
- Strong communication skills, both written and oral
- Able to manage multiple projects concurrently and effectively
- Prior people management experience preferred
- Able to collaborate with a wide variety of partners and volunteers, including community residents, government officials, for-profit corporations and non-profit organizations
- Strong organization and detail management skills
- Able to travel as needed to planting sites and other project locations
- Able to meet physical demands of tree planting program, including digging holes, placing trees of various sizes, hauling supplies, etc.
- Prior experience with Microsoft Office products preferred

APPLICATION PROCESS

Interested individuals should send a resume and cover letter to Bob Kissling, Vice President of Human Resources, at rkissling@wrlandconservancy.org.

Western Reserve Land Conservancy is an Equal Opportunity Employer and is committed to hiring staff members who represent the rich diversity of our community. All qualified candidates will receive

consideration for employment and not be discriminated against based on race, sex, sexual orientation, gender identity, age, color, religion, national origin, disability, genetic information, protected veteran's status, or other legally protected classification in the State of Ohio.