

Watershed Agricultural Council

Agriculture ♦ Forestry ♦ Conservation Easements ♦ Economic Viability

33195 State Highway 10, Walton, New York 13856

phone: 607-865-7790

fax: 607-865-4932

nycwatershed.org



Easement Program Director Administrative/Exempt Employee Position Description

Promote farmland protection by administering and implementing the purchase and stewardship of agricultural and forestry conservation easements, contractually funded by the New York City (NYC) Department of Environmental Protection and administered by the Watershed Agricultural Council, Inc. (WAC).

Education and Experience Requirements:

- Bachelor's Degree in related field or equivalent experience with at least 3 years of related experience in land conservation.
- A minimum of three years of progressive supervisory experience.
- Familiarity and past experience in public policy.
- Experience with non-profit organization and program development.
- Strong written and oral communication skills.
- Working knowledge of farmland protection issues.
- Strong computer skills.
- Strong human relations skills.
- Knowledge of agriculture and forestry.
- Proven ability to manage staff, resources and projects to accomplish deliverables.
- Must have a valid and current driver's license.

Duties and Responsibilities:

- Directs WAC's Easement Program.
- Supervises all Easement Program Staff.
- Administers Easement Program Budget.
- Negotiate easements with farmers, other landowners, and NYC DEP.
- Facilitate or negotiate the resolution of complex issues
- Coordinates activities and work closely with WAC Easement Committee.
- Coordinates activities and work closely with other WAC program areas.
- Promotes and expand stewardship funding while developing a strong stewardship program.
- Manages staff in the utilization of available GIS technologies to coordinate program mapping needs.
- Negotiates and manage subcontracts.
- Seeks and manage grants and other outside resources to enhance the program.
- Represents the program through speaking engagements and conference participation.
- Provides outreach to local professionals (i.e. Lawyers, Real Estate, Bankers, Assessors).
- Effectively interacts with farmers, agency representatives and government officials.

Reporting Relationships:

- Reports to the Executive Director.