



Pacific Crest Trail Association

JOB ANNOUNCEMENT

October 3, 2024

Open Position: **Conservation Program Manager**

Are you passionate about environmental conservation and connecting people to the outdoors? The Pacific Crest Trail Association (PCTA) is looking for someone with real estate transaction experience to join our team as a Conservation Program Manager.

The Conservation Program Manager works with private landowners, conservation partners, and public agencies to conserve land within the Pacific Crest Trail (PCT) corridor to expand access to the PCT and our public lands, enhance the viewshed and experience for trail users, and conserve important landscapes for wildlife habitat and watershed protection. This position participates in implementing new policies and practices to center diversity, equity, inclusion, and belonging (DEIB) strategies in building partnerships and advocating for policies to conserve the PCT Corridor, create access, and build resilience to climate change. Conservation projects are located along the length of the PCT in California, Oregon, and Washington. This position can work remotely within the three PCT states of California, Oregon, and Washington with a preference for a California location.

This Position:

- Manages conservation projects by coordinating all aspects necessary for the successful acquisition and conveyance of property:
 - Relationship building and negotiations with landowners
 - Managing the due diligence process
 - Recommending funding strategies and assisting with grant writing to complete acquisitions
 - Managing the escrow and project closing process
- Researches and selects potential project opportunities in coordination with partners, staff, and the PCTA's Land Protection Advisory Council
- Fosters relationships with public and private landowners, local elected officials, tribes, conservation organizations and community groups to conserve the PCT corridor
- Assists the CEO in managing a staff and volunteer-based Land Protection Advisory Council

See full job description on our [website](https://www.pcta.org/about-us/jobs/) at: <https://www.pcta.org/about-us/jobs/>

What Makes You a Great Fit for this Position?

- Bachelor's degree in environmental studies, natural resources, real estate, or a related field or equivalent professional training and/or experience.
- Minimum of three years of relevant experience
- Strong interpersonal skills with the ability to build authentic relationships.
- Skillful communicator with the ability to listen
- Self-motivated and resourceful problem-solver
- Ability to pay attention to details and manage multiple projects with deadlines



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- Comfortable working independently as well as effectively within team environments and with partners
- Embraces diversity, equity, and inclusion as a personal value
- Passion for land conservation and connecting people to the outdoors
- Experience managing land acquisition projects, conducting project due diligence, and closing escrow
- Experience managing contractors
- Ability and willingness to travel to remote properties along the PCT
- Knowledge of Microsoft Office and comfortable learning new technology systems as needed

Physical Requirements:

- The ability to work at a computer for several hours at a time.
- The ability to walk on uneven ground and off-trail to visit properties along the PCT for acquisition.

Typical Working Conditions and Travel:

The Conservation Program Manager can work at PCTA's headquarters, located in Sacramento, California or remotely from a location in California, Oregon, or Washington (California location preferred), under the direction of the Chief Executive Officer. The position requires frequent travel, including overnight trips, by airplane and/or car in California, Oregon, and Washington to visit land acquisition project locations. A valid driver's license is required. If working remotely, the Conservation Program Manager should be available to occasionally travel to the Sacramento headquarters office to attend in-person meetings. PCTA will cover travel expenses.

Salary and Benefits:

The salary range is \$80,000 - \$95,000. Starting salary is dependent on the level of experience.

Benefits package:

- Full benefits package, including medical and mental health coverage
- Paid life and long-term disability
- Paid time off, including 12 holidays
- Flexible and generous time off guidelines
- 2 weeks' vacation (amount increases with length of service)
- 12 sick days per year
- 2 hours of weekly wellness time
- 5 additional days of paid personal time to enjoy time outside
- Eligible for 401(k) plan
- Fun, friendly work atmosphere
- Discounts to many outdoor industry brands
- Professional development opportunities

To Apply:

The deadline to apply is **October 27**. E-mail resume and letter of interest to hr@pcta.org with the subject line "**Conservation Program Manager**." Please include your name in each document (i.e., "mwargo resume," "mwargo letter of interest"). Phone interviews will be held the week of November 12 followed by virtual panel interview the week of November 18th and



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concluding with a last round of in person interviews at the Sacramento office the week of Dec 2 with an anticipated start date in January 2025. A full job description for this position and more information about Pacific Crest Trail Association at www.pcta.org. For questions, contact Megan Wargo at mwargo@pcta.org.

A Note on Equity:

Systemic inequities have caused many women, people of color, and LGBTQ+ people to apply to jobs only if they meet 100% of the qualifications. If you don't have all of the qualifications listed here but are extremely organized, passionate about our mission, and believe you have applicable and transferable skills, we encourage you to apply.

About the Pacific Crest Trail and the PCTA:

The Pacific Crest Trail (PCT) spans 2,650 miles from Mexico to Canada through California, Oregon, and Washington. One of America's National Scenic Trails, the PCT reveals the beauty of the desert, the glaciated expanses of the Sierra Nevada, and the deep forests and commanding vistas of the Cascade Range.

The mission of the PCTA is to advocate for the Pacific Crest Trail as an inspirational outdoor experience, to create belonging and access, and to care for and conserve the trail and the lands through which it passes. PCTA's many stakeholders include hikers, equestrians, volunteers, members, donors, trail communities, public land managers, and many other partners. Our dedicated team includes 30+ staff members and 12 current board members. PCTA's values are the guiding philosophy for the work we do. The following statements describe how the PCTA staff, board, and volunteers will live out these values through organization-wide commitments:

Connected

- We believe that the PCT provides connections between all people, communities, land, and ecosystems.
- We facilitate these connections between people and the natural environment.

Caring

- We care for the Pacific Crest Trail as a vital natural resource that significantly contributes to ecosystem resilience in the western United States.
- We care about the wellbeing of all PCT communities (staff, volunteers, partners, community at large), and act accordingly.
- We care for the trail, the trail experience, and the people who encounter it.
- We strive to create a better future while recognizing historic injustice and harm which requires healing and nurturing.

Cultivating Belonging

- We center marginalized voices in our work so that we can transform into a place where everyone feels like they belong.
- We whole-heartedly listen to the community. We eliminate barriers to access.
- We create an inclusive environment where everyone can enjoy the trail safely.
- We acknowledge that there are those who have been excluded from outdoor spaces and we will make an effort to engage their participation.

Courageously Authentic

- We are intentional and transparent in our actions and decisions.
- We respectfully give and receive honest feedback.
- We actively seek out and incorporate feedback and input from others whose work is



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impacted by our decisions.

- We have the courage to act from our values, even when it's hard.
 - We respectfully challenge ideas when we disagree, even when doing so is uncomfortable.
- Once a decision is determined, we will commit to it.

- We embrace the growth that comes from both successes and failures.

Diversity, Equity, and Inclusion – PCTA acknowledges systemic racism and other social injustices and their impact on the PCT community. We have begun the journey of understanding racism and injustice and their impacts on people of color and others. We are committed to making change within our organization and to supporting change within the PCT community towards a more just and equitable future. See our [website](#) for more information about our commitment to diversity, equity, and inclusion.

PCTA is an equal opportunity provider.