



Stewardship Coordinator

Sagebrush Steppe Land Trust | Pocatello, Idaho

Reports to: Executive Director

Position: Full-time

Salary: \$55,000 – \$65,000, depending on experience

About Sagebrush Steppe Land Trust

Sagebrush Steppe Land Trust (SSLT) is a nonprofit conservation organization dedicated to protecting, connecting and enhancing wildlife habitat, working lands and community spaces in Southeast Idaho.

Our vision is a connected and resilient Southeast Idaho that sustains robust wildlife habitat, productive working lands, and thriving communities. We strive for open spaces that ensure clean air, water, and ecosystem health; equitable access to nature; a strong regional identity; and empowered future stewards who continue the legacy of conservation and economic vitality.

Since 2004, SSLT has worked with landowners, conservation partners and communities to protect the special places that make our region unique. We currently steward approximately 40 conservation properties totaling 11,300 acres across seven counties in Southeast Idaho.

About the Position

Sagebrush Steppe Land Trust is seeking a Stewardship Coordinator to help care for and protect our conservation properties and preserves.

This position plays an important role in monitoring conservation easements, maintaining and enhancing wildlife habitat, managing preserves and working with landowners and partners to support conservation efforts.

The Stewardship Coordinator will work closely with the Stewardship Manager and other SSLT staff on projects ranging from property monitoring and habitat restoration to volunteer coordination, grant management and landowner support.



This is a hands-on position that combines fieldwork, project management, relationship building and office responsibilities. The ideal candidate is organized, adaptable, detail-oriented and passionate about conservation in Southeast Idaho.

Primary Responsibilities

Conservation Easement Stewardship

- Conduct annual monitoring visits to conservation easement properties.
- Review conservation easements and document property conditions through photographs, notes and reports.
- Build and maintain relationships with landowners.
- Address potential violations and work with landowners to resolve issues.
- Provide land management guidance and assist with conservation projects.

Preserve Management and Habitat Restoration

- Monitor and maintain SSLT-owned preserves and other protected properties.
- Maintain fences, access points, facilities and other property infrastructure.
- Identify, manage and implement habitat restoration and enhancement projects.
- Support weed management, invasive species control and sustainable land management practices.
- Develop and update preserve management plans.
- Help manage public access while protecting conservation values.

Landowner and Partner Support

- Work with private landowners to identify conservation and habitat improvement opportunities.
- Help develop conservation plans, maps and restoration projects.
- Coordinate with government agencies, conservation organizations and other partners.
- Assist with preliminary assessments and baseline studies for potential conservation projects.
- Help identify, apply for and manage grants and other funding opportunities.

GIS, Data and Project Management

- Maintain property records, monitoring reports, contact information and GIS data.
- Create maps for conservation and stewardship projects.
- Track project budgets, equipment and resources.
- Coordinate volunteers and assist with community outreach and education.



- Collaborate with SSLT's Leadership, Development and Communications teams to support projects, funding initiatives and public engagement.

Organizational Responsibilities

- Participate in the Stewardship Committee and organizational planning.
- Attend relevant training and professional development opportunities.
- Contribute to team projects and other duties as needed.
- Adhere to team values:
 - **Supportive:** We are collaborative, kind and open-minded.
 - **Accountable:** We are consistent, engaged and assertive.
 - **Genuine:** We are transparent, thoughtful and actively listening.
 - **Effective:** We are reliable, adaptable and driven.

Minimum Qualifications

- Bachelor's degree in ecology, natural resource management, environmental science or a related field.
- Strong commitment to conservation and working and natural landscapes.
- Excellent organizational, time management and communication skills.
- Strong attention to detail and ability to manage multiple projects.
- Experience working with private landowners, conservation organizations or government agencies.
- Ability to work independently and collaboratively.
- Problem-solving skills and a willingness to learn.
- Proficiency with Microsoft Word, Excel and other common computer applications.
- Valid driver's license.
- Ability to work outdoors, hike on uneven terrain and use tools and equipment.

Preferred Qualifications

- Familiarity with conservation issues in the Intermountain West.
- Experience with conservation easements or land stewardship.
- Knowledge of wildlife habitat, native vegetation, range management or agriculture.
- Experience with habitat restoration, fence maintenance, weed control, grazing or water management.
- Experience coordinating volunteers.
- Technical writing experience.
- Experience operating equipment such as UTVs, chainsaws, tractors and other land management tools.



- Experience with GPS units and GIS software.

Working Conditions

- Approximately 40% fieldwork and 60% office work.
- Regular hiking and walking on uneven terrain, including remote locations.
- Fieldwork may involve long days, early mornings, evenings and weekends, particularly during the April–October monitoring season.
- Outdoor work in variable conditions, including exposure to heat, cold, water, insects, etc.
- Ability and willingness to apply unrestricted herbicides for weed control.
- Some travel and occasional overnight fieldwork may be required.

Compensation and Benefits

- Salary of \$55,000 – \$65,000, depending on experience.
- Unlimited paid time off and holidays.
- 5% matching SIMPLE IRA contribution.
- Health, vision and dental insurance.
- Sabbatical opportunity after five years of employment, as outlined in SSLT's Personnel Policy.
- Hybrid work flexibility, subject to organizational needs and supervisor approval.
- Dog- and child-friendly office.
- Vehicle provided for work-related travel.

Work Location and Schedule

This is a full-time position.

Employees must reside within our service area and be able to work in the office regularly. Hybrid work flexibility is offered as a privilege, subject to organizational needs and supervisor approval. Hybrid arrangements may be adjusted as needed.

SSLT's office is located at:

109 N. Arthur Ave., Suite 300
Pocatello, Idaho 83204

How to Apply



Please email a cover letter and resume to:

heath@sagebrushlandtrust.org

hannah@sagebrushlandtrust.org

Use **Stewardship Coordinator** as the subject line. For priority consideration, please apply by Nov. 10, 2026.

SSLT is an equal opportunity employer committed to professional excellence and a diverse workforce. All qualified applicants will receive consideration without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, age, veteran status or disability.

If reasonable accommodation is needed during the application or interview process or to perform essential job functions, please contact the SSLT office at 208-240-6045.

Learn more at www.sagebrushlandtrust.org.