



# NORTH SALEM OPEN LAND FOUNDATION

**Job Title: Seasonal Land Steward - North Salem Open Land Foundation (NSOLF)**

**Location:** North Salem, NY

**Organization Overview:** The North Salem Open Land Foundation (NSOLF) has been a leader in land conservation in Westchester County since 1974. Our mission is to preserve the rural character and natural beauty of North Salem and its surrounding areas. We protect critical watershed areas, farmland, and diverse ecosystems through land acquisitions and conservation easements. Currently, NSOLF holds more than 1,300 acres of protected land, and we are looking for a passionate, dedicated individual to join our team as a Seasonal Land Steward.

**Position Overview:** NSOLF is seeking a part time Seasonal Land Steward to assist with land stewardship activities, including invasive species management, trail maintenance, restoration projects, and community engagement. This is a field-based role that requires strong ecological knowledge, outdoor skills, and a commitment to the preservation of natural resources. The person in this position will work closely with the Director of Land Stewardship and other staff members to implement long-term land management strategies. Candidates will receive broad training on land management practices, skills and equipment usage.

## **Essential Functions:**

- **Land Stewardship:**
  - Address invasive species populations on NSOLF preserves
  - Assist in the implementation of yearly Preserve management plan tasks and expectations.
  - Conduct trail maintenance, including tree removal, surface restoration, signage posting, and vegetation management.
  - Assist with native plant restoration projects.
  - Update and maintain field work data and preserve folders.
  - Assist with baseline inventory data collection, surveys, and mapping projects.
  - Maintain equipment, tools, and infrastructure (fences, signage, etc.).
- **Community Engagement:**
  - Educate the public on Preserve rules and regulations.
  - Lead volunteer work parties and assist with property tours and educational programs.

- Collaborate with NSOLF Volunteer Land Stewards.
- Assist with citizen science programs and foster conservation partnerships with local organizations.
- **Work Environment:**
  - Primarily field-based, with occasional office work.
  - Regular outdoor work in all weather conditions.
  - Travel to NSOLF preserves and easements across North Salem and surrounding areas.
  - Flexibility to work occasional evenings or weekends for applicable programs and events

**Qualifications:**

- **Conservation Commitment:** Passion for environmental protection and conservation.
- **Restoration Skills:**
  - Ability to safely operate and maintain field equipment (mowers, trimmers, hand tools, etc).
  - Knowledge of Lower Hudson Valley's native and invasive plant species.
  - Experience with trail maintenance and vegetation management.
- **Communication Skills:**
  - Strong written and verbal communication abilities.
  - Experience working with diverse community groups and stakeholders.
- **Organization Skills:**
  - Excellent organizational skills and attention to detail.
  - Ability to manage multiple priorities and meet deadlines.
- **Technology Skills:**
  - Proficiency in Google Drive/Docs/Sheets, and Microsoft suite
  - Experience with data collection tools (iNaturalist, Avenza, iMapInvasives).
  - Experience with GIS, and mapping applications (ESRI/ArcGIS).
- **Outdoor Skills:**
  - Experience working in a variety of outdoor environments, including rugged terrain.
  - Background in conservation or ecology is preferred.

**Requirements:**

- Valid driver's license and reliable transportation.
- Ability to provide a driver's abstract upon hiring.
- Ability to work independently and as part of a team.
- Flexibility to work occasional evenings or weekends for programs and events.

**Schedule:**

- The part time Seasonal Land Steward position begins the week of June 2, 2025 and will end the week of September 22, 2025.
- This position generally operates four days each week from 9am - 4pm.
- An occasional week night and/or weekend day may be required depending upon scheduled public programs.

**Compensation:**

- \$20/hour, commensurate with experience.
- Opportunities for professional development.
- Exposure to networking and career growth within the conservation field.
- Access to a headquarters located on 88 acres of conserved land.

**To Apply:** Please send your resume and cover letter as a single PDF document with the subject line "Seasonal Land Steward Application <your last name>" to **andrew@nsolf.org**. Include the names and contact information of three professional references in your application.

**Application Deadline:** May 5, 2025

**NSOLF is an equal opportunity employer.** We strongly encourage individuals from diverse backgrounds, including people of color, women, LGBTQIA+ individuals, and people with disabilities, to apply. We are committed to creating an inclusive environment for all employees.

For more information about our work and mission, visit [nsolf.org](https://nsolf.org).