



CONSERVATION EASEMENT TECHNICIAN POSITION ANNOUNCEMENT

Title: Conservation Easement Technician

Date Open: November 21, 2025

Date Closed: January 9, 2026 or as soon as filled.

Status: This is a seasonal position for 10 consecutive months from date of hire with an opportunity for rehire. Start Date: March 2, 2026 (with flexibility)

Compensation: \$18.00 - \$24.00/hr., depending on skills and experience, 40 hours/week; including some evenings and occasional weekends. PTO provided according to term of employment. No benefits. Vehicles provided/mileage paid for all work-related travel as needed. Shared housing available with rent and utility fees.

Position Description:

The Little Traverse Conservancy (LTC) is seeking a full-time seasonal employee with a background in conservation/ecology to assist with monitoring and maintenance of 341 conservation easements covering 29,163 acres throughout our five-county service area in northern Michigan (Charlevoix, Emmet, Cheboygan, Mackinac, and Chippewa Counties). This position's primary responsibility entails working with the Director of Conservation Easements to monitor conservation easement properties and help maintain the conservation easement program. Some tasks will include working with the Land Protection staff to prepare documentation reports and assist with administrative tasks for processing of projects. It will involve a variety of indoor tasks as well as field work, working alone as well as with other staff, and communicating with easement landowners.

Tasks:

- Monitor conservation easements by conducting annual property site visits to determine compliance status.
- Inspect and interpret remote imagery.
- Utilize drone for property site visits.
- Utilize field data collection app.
- Prepare and file monitoring reports and other documentation.
- Communicate with landowners.
- Maintain GIS data and create maps in ArcGIS.
- Prepare Current Conditions Reports.
- Update and maintain conservation easement information in databases.

- Assist land protection staff with preparing baseline documentation reports, processing projects, and a variety of other tasks.
- The potential to assist other staff, as available, with the implementation of the Conservancy's annual strategic plan, including tasks associated with mapping and field work, as time permits.

Desirable Skills:

- Knowledge of natural resources and conservation, preferably holding or obtaining a degree in natural resources, environmental studies, or similar field.
- Strong self-starter and an initiative to learn.
- Comfortable visiting remote properties alone.
- Ability to use data collection apps in the field and familiarity with GIS mapping.
- Good organizational, observational, map reading, and written, verbal and communication skills.
- Good interpersonal skills and the ability to represent the Conservancy appropriately in different settings.
- High attention to detail.
- Experience operating a drone and part 107 certification is a plus or eagerness to learn and obtain license.
- A valid driver's license and good driving record.
- Any potential candidate must pass a background check prior to being hired.

To Apply: Please send resume with references and cover letter to Melissa Hansen, Director of Conservation Easements (melissa@landtrust.org) or 3264 Powell Rd., Harbor Springs, MI 49740.