

**Conservation Easement Monitoring Assistant**

**Job Description**

**Essential Duties:**

While working closely with LFT’s Vice President of Land Protection, the Conservation Easement Monitoring Assistant is a position within the Land Protection Department responsible for interacting with stakeholders to advance the mission of Lancaster Farmland Trust. This position reports to the Vice President of Land Protection.

The Conservation Easement Monitoring Assistant must be philosophically committed to the mission and vision of Lancaster Farmland Trust and possess a working knowledge of the agricultural industry in Lancaster County and across Pennsylvania. The Assistant is responsible for assisting with the annual monitoring of the Trust’s conservation easement portfolio. The Assistant must possess proficient knowledge of Microsoft Office software and working knowledge of ArcGIS and ArcGIS online. This position will require time in the field with varying weather conditions and terrain, and may require travel and occasional overnight stays outside of Lancaster County. A valid Pennsylvania Driver’s License is required. Experience with UAV/drone technology is a plus.

**Specific Duties:**

1. **Annual Monitoring**

 Coordinate, schedule and conduct annual conservation easement monitoring visits on preserved farms including both in-person and remote inspections. Maintain databases and records related to monitoring visits and other stewardship activities.

1. **Baseline Documentation / Record Keeping / GIS / Field Technology**

Assist in compiling complete, accurate and detailed baseline documentation on farmland preservation projects. Update and maintain reports on previously preserved farms. Maintain databases and records related to current and previous preservation projects.

1. **Organizational Support**

Provide assistance to other departments with projects and events as required. Other duties as assigned by the Vice President of Land Protection and/or President and CEO.

**Interested candidates should submit a resume, cover letter, and three references to Jeb Musser, Vice President of Land Protection at** **jmusser@lancasterfarmlandtrust.org**