Land Stewardship Coordinator

The Schuylkill Center for Environmental Education, a leading environmental education provider for the Philadelphia region, seeks a passionate and energetic Land Stewardship Coordinator to maintain a thriving and diverse ecosystem on our 340-acre property while overseeing our native plant program.

Position Summary:
The Land Stewardship Coordinator supports our mission of inspiring meaningful connections between people and nature, leading land restoration and stewardship projects, serving as the organization’s stewardship expert resource, overseeing our native plant program and sales, managing our greenhouse, leading volunteer stewardship efforts, and monitoring our diverse ecosystem. Some weekend and evening work is required.

Duties and Responsibilities:
● Guided by the Land Stewardship Plan, improve the ecological value of our land while providing for maximum educational use.
● Coordinate all aspects of the Native Plant Program including educational programs, work sessions, plant sales, as well as assisting in the development of promotional and customer-support materials.
● Lead college interns, native plant volunteers, volunteer groups, and individual volunteers to steward the land. Work includes regular weekend activities.
● Assist Director of Land and Facilities with trail maintenance and repair needs.
● Lead guided hikes and programs in support of the educational mission.
● Act as liaison for entities using greenhouse space and other locations for growing purposes.
● Provide written material for grants, website updates, blogs, newsletters, and external publications.
● Maintain Visitor Center gardens for aesthetic and education purposes.

Expected Competencies:
● Ample knowledge of southeastern PA’s flora and fauna.
● Knowledge of ecosystem management, including land care techniques for maintenance of trails, forests, meadows, ponds and streams.
● Experience in nursery management and horticulture.
● GIS system competencies are a plus.
● Excellent writing skills to aid in grant submittals, publications, and website content.
● Team-oriented with strong interpersonal skills; work collaboratively with fellow staff and ability to communicate in a timely and respectful manner.
● Strong organizational skills to maintain plant inventory and perform project ordering.

Physical Demands/Work Environment:
The physical demands and work environment characteristics described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. During most of the year, Land & Facilities staff spends the better part of their day outdoors. The employee must be able to:
● Spend multiple hours outdoors in all weather (heat, cold, rain, snow)
● Hike 2-5 miles a day on rough terrain
● Engage in sustained physical activity throughout the day
● Lift up to 50 pounds (size of large container plant)

The employee is also regularly required to stand, walk, and use hands and arms to operate pruners, chainsaws, clippers, shovels, and other outdoor tools and equipment; must be able to operate general office equipment like PC, telephone, copier, fax machine, and printer. The noise level in the work environment can range from low to high.

Education, Experience and Qualifications:
A Bachelor’s degree in one of the following areas is required: natural resource management, forestry, horticulture, and/or environmental studies. Also, at least one year’s experience in land stewardship and restoration is desired. Must pass background checks and complete all requirements mandated by the state.

Compensation:
This position is full time and salaried with a full range of benefits, including vacation, health, dental, vision and retirement; salary is commensurate with experience.

To Apply:
Please submit your resume, cover letter and contact information for three professional references to Stephen Goin, Director of Land and Facilities, Schuylkill Center for Environmental Education, 8480 Hagy’s Mill Road, Philadelphia, PA 19128. Email Steve at steve@schuylkillcenter.org.


*The Schuylkill Center values a racially, ethnically, and culturally diverse work community, and we strongly encourage applications from people of all backgrounds. E.O.E.*