# Stewardship Specialist

**About Unique Places to Save**

Unique Places to Save (UP2S) is a nonprofit land and water conservation organization committed to addressing unmet needs in the natural resource conservation space. Our mission is to restore and conserve natural and working lands and aquatic resources through conservation protections and sustainable natural resource restoration and management. We collaborate with landowners, government entities, and conservation partners to meet these challenges. By leveraging our entrepreneurial mindset and fostering a culture of innovation, we strive to bring forth creative solutions to safeguard these unique places that bring agricultural, ecological, and community value.

**Position Overview**

The Stewardship Specialist will play a key role in supporting the organization's conservation efforts, focusing on conservation easement stewardship. This position will be responsible for monitoring conserved properties, drafting baseline documentation reports, assessing compliance with conservation easements, and maintaining robust stewardship records. The ideal candidate will have a strong understanding of, or willingness to learn, land conservation principles, excellent communication skills, strong work ethic, and the ability to work independently and in the field. This is a full-time, remote position that requires regular travel throughout North Carolina and our broader regional service area. The ideal candidate will be located in the Triangle area of North Carolina.

**Key Responsibilities**

- Conduct conservation easement monitoring site visits to evaluate compliance with conservation easements.
- Conduct site visits to assess projects being considered for conservation.
- Conduct site visits at active mitigation sites in coordination with mitigation partners.
- Prepare and compile comprehensive Baseline Documentation Reports for conservation easements over mitigation and non-mitigation conservation projects.
- Maintain complete, accurate records of site conditions, utilizing Landscape Conservation Software and other GIS mapping tools.
- Build and maintain positive, professional working relationships with landowners, conservation partners, and local stakeholders.
- Assist with stewardship database management, digital document organization, and permanent recordkeeping.
- Draft educational materials and public-facing content highlighting land conservation and stewardship initiatives.

- Represent Unique Places to Save in meetings, community outreach events, and partner collaborations.
- Provide support to the Stewardship Manager, Executive Director, and others as needed for business development, research, data acquisition, etc.
- Attend regular team meetings, organizational planning calls, and professional development opportunities.

**Qualifications**

- Bachelor's Degree in Biology, Botany, Ecology, Environmental Science, Forestry, Natural Resource Management, or related field.
- Experience in any of the following fields: water quality, water chemistry, biology/botany, ecology, forestry, invasive species management, GIS, photography, surveying, real estate, land and resource conservation, alternative energies, land management and ecosystem services.
- Knowledge of  the southeast U.S. landscape, communities, and biota.
- Ability, sound judgement, and willingness to conduct physically demanding field work including paddling on rivers and working in remote, natural and working lands areas under varied environmental conditions, with a priority on safety.
- Willingness to utilize select computer software programs to track projects, clients, and other business-related activities.
- Possess excellent written, verbal, networking, research, and interpersonal communication skills.
- Must be a self-starter, independent, and organized. Experience working remotely is preferred.
- Must be able to work in a fast-paced environment to meet established goals and deadlines.
- Must possess a valid driver's license, clean driving record, and access to a reliable personal vehicle for work-related travel. UP2S owns a vehicle for company travel, but it is shared among employees, therefore personal vehicle use may be required.
- Must be committed to UP2S' business and organizational goals and strategies and be able to maintain strong, positive, collegial working relationships with outside professional advisors, consultants, partners, and landowners.
- Demonstrates strong personal integrity, a positive attitude, excellent work ethic, and a willingness to maintain an ethical, smooth, and efficient work environment. A sense of humor is appreciated, even if it is not that good.

**Other Terms of the Position**:

- Full-time (100% FTE)
- $43,000-$48,000 per year (commensurate with experience)
- Benefits Package:
    - QSEHRA healthcare reimbursement plan (7.00% of annual salary).
    - 20 days accrued Paid Time Off annually.
    - 10 paid holidays observed.
    - Cellular phone stipend included.

- Full reimbursement at the standard IRS federal mileage rate for work-related travel when using a personal vehicle.
- Fully remote work with regular travel required.

**How to Apply**:

Please send the following to mtaylor@uniqueplacestosave.org by 5:00 PM ET on Friday, December 18, 2026. Unique Places to Save will not accept any phone calls or other correspondence related to this position.

1. Cover letter detailing experience and qualifications for the position
2. Resume with current contact information
3. Three professional and/or academic references