

NEW MEXICO LAND CONSERVANCY

Conserving Land. Preserving Heritage.

LAND CONSERVATION MANAGER

Position Description

Join Our Team

The New Mexico Land Conservancy (NMLC) is a non-profit land trust based in **Santa Fe, New Mexico**, dedicated to preserving New Mexico's unique natural, cultural and agricultural heritage by helping people conserve the land they love. NMLC is one of the leaders in land conservation in the Southwest and, since 2002, has protected over 860,000 acres of high conservation value land throughout New Mexico and Arizona. Our innovative work has recently been covered by the [New York Times](#), [Land Trust Alliance](#), [High Country News](#), [NPR](#), and numerous state and local outlets. NMLC's long-term goal is to protect one million acres of high conservation-value lands, with a specific emphasis on significant wildlife habitat, productive agricultural lands, watersheds, cultural and historic sites, scenic open space, and recreational lands.

NMLC achieves its conservation goals by: 1) using conservation easements and other voluntary land protection tools that respect both land and private property rights; 2) educating landowners, other organizations, public policy makers and the general public about land conservation; and 3) promoting policy and legislation to further voluntary land conservation and enhance related benefits for private landowners.

NMLC is dedicated to the highest quality work and operates as a learning organization with a work culture based on consensus, collaboration and teamwork. NMLC offers competitive compensation, excellent benefits, and a flexible work environment.

Position Summary

The Land Conservation Manager will work to protect land and water across New Mexico through conservation project development and implementation with landowners across the state. This exciting position will blend individual, parcel-by-parcel transactions with community, watershed and landscape-scale land protection efforts.

The position will be based in Santa Fe with frequent travel around New Mexico.

Position Scope and Responsibilities

NMLC seeks a qualified and motivated individual to provide technical expertise, leadership and support to the organization by planning, managing, and helping fund land protection activities, including conservation easement and fee title acquisitions and transfers, landowner and community outreach, and project-related fundraising activities. This position will report to the Executive Director and work closely with the entire staff and Board.

The primary responsibilities of the Land Conservation Manager include:

Land Conservation Transactions

- Work closely with the Executive Director to develop, negotiate, and close conservation easements and other land protection transactions.
- Manage projects and coordinate with staff and outside consultants/contractors in the development and completion of land protection projects, including:
 - Project development and design,
 - Drafting of conservation easements and other land protection agreements,
 - Development of baseline documentation reports in conjunction with stewardship staff
 - Project-related due diligence like title review, and oversight of mineral, water rights, environmental assessment, and appraisal contractors.
 - Serve as point of contact for project landowners and state/Federal agency staff
- Identify land protection funding opportunities, develop project-related applications and grant proposals, and assist with other fundraising activities.
- Ensure NMLC's land protection efforts comply with federal and state statutes, as well as internal guidelines, policies and accreditation standards.
- Refine land protection project management procedures and systems.

Stewardship

- Coordinate with NMLC's Stewardship Manager throughout development of land protection projects, including composition of conservation easement deed terms and baseline documentation reports.
- Communicate the importance of ongoing stewardship and monitoring to landowners, and incorporate stewardship staff into landowner outreach and relationship-building

Outreach & Communication

- Respond to land protection inquiries from private landowners, community groups, public agencies and the general public.
- Initiate interest in land protection and generate new projects/transactions through outreach to and regular meetings with private landowners, community groups, public agencies and other conservation organizations.
- Gain cooperation from outside parties to accomplish goals and objectives. Partner with other public and private entities, as appropriate, to leverage resources toward the furtherance of NMLC's mission.

Organizational Development

- Provide support for Conservation Committee and Board meetings as requested by the Executive Director.
- Provide coordination and support for NMLC's professional accreditation renewal through the Land Trust Accreditation Commission.

Qualifications, Skills and Knowledge

- Bachelor's degree in relevant field (land use planning, legal studies, environmental science, real estate, etc.) and at least two years of experience in negotiating, managing and funding conservation easements, fee acquisitions, or other land protection projects.
- Familiarity with conservation real estate project components like reviewing title, mapping legal descriptions, understanding appraisals, and drafting deeds.
- Excellent computer skills – particularly experience with geospatial & GIS software like ArcMap/ArcGIS Online, OnX, Landscape, etc.
- Experience with grant writing and funding programs such as ACEP-ALE, LWCF, Forest Legacy, NAWCA, or local and state conservation funding programs.
- Familiarity with New Mexico and/or western landscapes and communities is preferred, particularly an ability to work with urban as well as rural, agricultural landowners.
- Must possess excellent communication, diplomacy and negotiation skills.
- Must be willing and able to perform periodic site visits to locations across Southwest.
- Must be a self-starter, well-organized and able to make decisions based on analysis, experience, and judgment.
- Must be committed to the organization's conservation mission and be able to maintain strong, positive, collegial working relationships with staff and Board, as well as outside partners, professional advisors and consultants.
- A sense of humor is appreciated, even if it is not that good.

Benefits of the Position

- This is a full-time, salaried position based in Santa Fe, with opportunities for hybrid work.
- Starting compensation: **\$75,000-\$85,000**, commensurate with experience. Outstanding performance may lead to promotion to a Director role within the organization.
- Ability to participate in group health insurance plan, with 100% of premiums covered.
- Eligibility for enrollment in NMLC's retirement plan after six months of employment.
- Three weeks annual leave for new employees, plus 15 paid holidays.
- Training and professional development opportunities, including attendance at LTA Rally
- Working with a fun and dedicated group of people for an incredibly worthy cause in a unique, beautiful, and diverse part of the country.

NMLC is an equal opportunity employer and provides a smoke-free, drug-free work place.

How to Apply

Please submit a cover letter and resume as a **single document** titled "Land Conservation Manager (NAME)" electronically to admin@nmlandconservancy.org. Applications will be accepted on a rolling basis, but priority will be given to those who apply by **September 30, 2026**.