



Stewardship Coordinator

Frenchman Bay Conservancy (FBC) is looking for a dedicated and enthusiastic Stewardship Coordinator to join our eleven-person team and oversee stewardship projects in a region of Maine where vast wild spaces currently remain intact. This is a full time exempt 40 hour per week position that reports to the Director of Stewardship.

FBC is a 39-year-old nonprofit land trust with a mission to protect and care for our local lands and waters for the benefit of communities and nature. FBC has conserved over 25,000 acres of land in 12 Hancock County towns and townships through conservation easements and ownership, and maintains 40 miles of trails freely open to the public. We maintain a supportive and flexible office environment, and we are enthusiastic about our land conservation mission. FBC is accredited through the Land Trust Accreditation Commission. We abide by strict standards and practices and board-approved policies that govern all aspects of our work, including record keeping, and contact with landowners and donors. These layers of accountability provide helpful structure for the organization and its staff, and also require a high standard of professional ethic by all staff for ongoing compliance.

At the direction of the Stewardship Director, and under the field supervision of the Stewardship Manager, the Stewardship Coordinator will assist the Stewardship Manager with trails work, preserve management, coordinating our volunteer work days, and legal interest monitoring. This position may be required to supervise volunteers.

FBC's Stewardship Coordinator's primary responsibilities include:

- **Trails Work:** Assist the Stewardship Manager with building new trails and existing trail restoration, and trail maintenance projects. Assist with managing tool cache.
- **Preserve Management:** Assist the Stewardship Manager with managing our parking lots, gates, kiosks, preserve infrastructure, and habitat management as they arise.
- **Volunteer Coordination:** Assist the Stewardship Manager with coordinating stewardship-related volunteer events, including our recurring volunteer work days, preserve stewards, and one-off events.
- **Legal Interest Monitoring:** Assist the Stewardship Manager with annual land monitoring for 50 easements and 30 fee owned preserves including necessary documentation and reporting to maintain compliance with LTA standards.

Requirements

- Relevant college degree in conservation, natural resources management, or related field
- Possessing a valid driver's license and reliable transportation
- Must be in good physical condition; these projects require the ability to lift and carry at least 50 lbs over uneven terrain, for up to 3 miles.
- Experience building hiking trails, using hand tools and power tools
- Comfort working outside in inclement weather (hot, cold, wet, buggy), must have appropriate rain gear, sturdy work/hiking boots.
- Ability to work collaboratively with other staff volunteers, supervise volunteers, and ability to work independently

Preferred Skills and Experience

- 1-3 years experience in related field
- Experience with rock work, use of griphoist and rigging equipment
- Familiarity with natural resources management
- Familiarity with Landscape conservation, Gaia and ArcGIS software
- Competency with standard office equipment and technology (Google suite, etc.)

Benefits & Compensation

- \$20/hour, 40 hours a week for up to 26 weeks/ 6 months.
- Housing may be available.
- 10 personal/sick days
- Mileage reimbursement at the current IRS rate

How to Apply

Applications will be reviewed on a rolling basis and are due by **5pm EDT on February 27th, 2026**. Please email a resume and cover letter as a single PDF file to Michael Whitemore at mike.whitemore@frenchmanbay.org with the subject Stewardship Coordinator. The projected start date is May 1, 2026 with some flexibility. References will be sought from candidates who advance to a final interview. We recognize that experience, both paid and unpaid, can come in many forms. We encourage applicants of all backgrounds and related skill sets to apply.

Frenchman Bay Conservancy is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, gender identity, national origin, disability, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.