



Chestnut Hill Conservancy – JOIN OUR TEAM!

POSITION: CONSERVATION AND EASEMENTS MANAGER

This is an exciting opportunity to strengthen open space, watershed, and historic resource conservation/preservation efforts of a strong local nonprofit dedicated to history, preservation and land conservation.

POSITION DESCRIPTION

The Chestnut Hill Conservancy seeks an energetic, detail-oriented professional to manage and grow its conservation and easements program. This is an outstanding opportunity for an individual interested in the fields of land and watershed conservation, historic preservation, or urban planning. This position is funded in part through a grant from the William Penn Foundation, and as such has great potential for growth.

The Chestnut Hill Conservancy, originally called the Chestnut Hill Historical Society, is the first urban land trust in the nation to be accredited by the Land Trust Accreditation Commission. CH Conservancy is at the forefront of a growing movement to integrate land conservation and the preservation of historic and archival resources.

This part-time position is for 30 hours per week, with a salary of \$30,000 per year, including 10 CHHS holidays and 60 hours vacation/sick leave. The work schedule is flexible, but needs to be consistent. Although this position reports to the Executive Director, he/she is responsible for all aspects of the Conservation and Easements Program. Oversight of the Conservation and Easements Program is managed by a joint committee of CH Conservancy and the Friends of the Wissahickon (FOW).

QUALIFICATIONS:

- The successful candidate will be highly detail-oriented, organized, self-starting and reliable, with excellent communication, project management, and photography skills.
- Although not required, a background in land conservation and/or historic preservation is desirable, as is a familiarity with conservation and preservation easements. Training will be provided.
- Working knowledge of Microsoft Office suite is required and database management is a plus.
- A valid driver's license and access to a car is required.
- Residency in/near Chestnut Hill a plus but not required.

ABOUT CH Conservancy

The Chestnut Hill Conservancy, a nonprofit founded in 1967, works collaboratively to preserve and educate about the unique architecture, open space and social history of Chestnut Hill and surrounding communities. Through programs, exhibits, tours, and our Archives (with over 21,000 photographs, maps, records and more), CHHS is dedicated to preserving and interpreting our region's heritage. Under its Easement Program, in partnership with the Friends of the Wissahickon, CHHS protects more than 92 acres and 13 historical facades in perpetuity. In 1985, CHHS documented virtually every structure in Chestnut Hill and led the successful effort to have Chestnut Hill designated as a National Historic District on the National Register of Historic Places. See more at: www.CHConservancy.org.

TO APPLY

Please submit a cover letter, resume and relevant writing sample to Lori@CHConservancy.org

The position is available immediately and will remain open until filled.