



JOB TITLE: Private Land Conservation Manager

REPORTS TO: Director of Private Land Conservation

ABOUT TENNGREEN LAND CONSERVANCY: TennGreen Land Conservancy is Tennessee's oldest accredited statewide land trust, dedicated to conserving land where people and nature can thrive. Through strategic partnerships and sound science, TennGreen works to establish conservation easements and acquire critical lands to safeguard wildlife corridors, conserve biodiversity, protect Tennessee's waters, and enhance public access to natural spaces. Our mission is to conserve land where people and nature can thrive. We envision a Tennessee where land, animals, and natural habitats are protected forever; a place where people appreciate nature and engage with us to conserve it.

OVERVIEW: The Private Land Conservation Manager forwards TennGreen's efforts to identify, negotiate, and complete conservation easements with private landowners. This role requires direct landowner engagement, coordination of due diligence, and oversight of all project elements to ensure easements meet Land Trust Alliance's Standards & Practices. The Manager reports to the Director of Private Land Conservation and is a key team member in advancing TennGreen's land protection goals.

PRIMARY RESPONSIBILITIES:

- Cultivate and maintain strong relationships with private landowners, including regular communication, negotiation of easement terms, and explanation of policies and procedures.

- Manage a portfolio of conservation easement projects from initiation through completion, including negotiating terms, preparing documents in consultation with legal counsel, and ensuring alignment with Land Trust Alliance Standards.
- Develop and manage project timelines and budgets to meet internal deadlines and grant requirements.
- Conduct field visits to meet with landowners, assess property conditions, and collect field data.
- Use ArcGIS and other tools to evaluate property characteristics and independently develop Baseline Documentation Reports (BDRs), which document the property's condition at the time of easement and provide a foundation for long-term stewardship and legal enforceability.
- Collaborate with the Conservation Team to implement TennGreen's Strategic Conservation Plan, focusing on priority landscapes.
- Partner with Stewardship Team to ensure long-term viability of legal enforceability of each conservation easement project.
- Stay abreast of conservation easement issues and trends, including changing legal landscapes and funding opportunities
- Perform other duties assigned, including speaking opportunities, event assistance, cross-team projects, and general office/team assistance.

DESIRED SKILLS AND QUALIFICATIONS

- Bachelor's degree in Environmental Science, Natural Resource Management, Biology, Conservation, or related field.
- Minimum of two years' experience negotiating conservation easements or other complex legal agreements; two to four years of experience working for a land conservancy preferred.
- Professional field experience in a conservation role.
- Familiarity with the geography, natural resources, and culture of Tennessee.
- Knowledge of forestry, agriculture, natural resource management, and land use planning; with the willingness to learn and adapt to evolving policies and regulations.

- Working knowledge of ArcGIS and proficiency in reading and analyzing maps.
- Ability to read, interpret, and apply information from legal documents—such as deeds, surveys, title reports, and conservation easements—to ensure consistency with project goals, organizational standards, and conservation objectives.
- Excellent interpersonal and communication skills, including strong negotiation and listening skills
- Ability to perform field work and to work outside in all weather conditions
- Ability to work independently and engage in independent and group problem solving
- (Preferred) Knowledge of farmland conservation programs or policies

ESSENTIAL PERSONALITY TRAITS

- Strong organizational and time management skills; able to juggle competing priorities.
- Collaborative and flexible; eager to work across teams and disciplines
- Attentive to detail and committed to producing high-quality work
- Self-motivated and comfortable working independently within a fast-paced team
- Committed to excellent customer service and maintaining landowner trust
- Able to relate well to individuals from diverse backgrounds and communities

WORKING HOURS & LOCATION: This is a full-time position based at TennGreen's office in Nashville (1213 16th Avenue South), with typical hours of 8:30 a.m. – 4:30 p.m. with flexibility as needed. Regular travel across Tennessee is required, including occasional overnight trips and long days in the field. While TennGreen prefers that the selected candidate work from the Nashville office, alternate in-state arrangements may be considered for highly qualified applicants. After 90 days, partial WFH is optional at the discretion of the Director.

SALARY & BENEFITS: Starting salary is \$60,000–\$65,000, commensurate with experience, with potential for annual performance-based increases. TennGreen

offers a benefits package that includes optional health, dental, and vision insurance, as well as a retirement savings plan with employer matching after one year. For a full list of benefits, visit:

<https://tenngreen.org/wp-content/uploads/2025/04/TennGreen-Employee-Benefits-Full-Time-Apr-2025.pdf>.

OUR VALUES: At TennGreen Land Conservancy, we acknowledge and honor the fundamental value and dignity of all individuals. We strive to nurture a culture where inclusiveness is a reflex, not an initiative—where there’s a deep sense of belonging and respect across every region, organization, and individual touched by our work. We pledge ourselves to the work of understanding and honoring diverse traditions, heritages, and experiences and endeavor to actively uplift our values of justice and equity in everything we do.

HOW TO APPLY: Please send a resume and cover letter to jobs@tenngreen.org by June 30, 2025. Be sure to include “Private Land Conservation Manager” in the subject line. We kindly ask that you do not call or visit the office regarding this position.