



Preserving & Restoring Land  
For Future Generations

## Position Available: Stewardship Manager

**The Pennypack Ecological Restoration Trust is a nature preserve and land trust operating over 11 miles of trails across 863 acres of preserved land. This private land trust is dedicated to pursuing excellence in native habitat restoration and is open to the public every day of the year.**

**The Pennypack Trust is a vibrant place located in Upper and Lower Moreland Townships, hosting 40,000 visitors per year and one the county's most diverse bird populations. Wild beaver, mink, and coyotes thrive here. The Trust is undergoing comprehensive upgrades to their visitor facilities like trails, signage, bathrooms, and meeting spaces.**

**The Trust is seeking a Stewardship Manager to lead a positive and collaborative team that will manage ecological connections among forests, grasslands, riparian and wetland communities. The manager works with all aspects of the Trust from research and education, to special events. The Stewardship manager is a teacher and role model, guiding interns, part-time staff, and volunteers to enhance the Preserve.**

**Description:** The Stewardship Manager leads a group of 2 other full-time employees, 2-6 seasonal part time interns, and a variety of volunteers. The Stewardship Manager is responsible for maintaining the safety, aesthetics, and ecological functions of an 800+ acre nature preserve and land trust.

**Basic Qualifications:** The Stewardship Manager **must** blend thoughtful hard work, care for a healthy environment, and the safety of their teammates and visitors alike. The successful candidate will have the following attributes:

- Highly motivated, responsible, reliable, and dependable
- Must possess general horticultural knowledge of Mid-Atlantic native plants and invasive species
- Flexible in dealing with a changing work environment and changing work plans
- Willingness to lead by example and perform tasks such as clean-up of bathrooms, parking lots, etc.
- Must have a valid driver's license and reliable transportation
- Successfully pass a background check
- Must carry out tasks in a professional manner and have an aptitude for injecting positive energy and good humor into the workday.

- An associates or bachelor's degree in horticulture, plant science, landscape design forestry or related field from an accredited college or university or recognized certificate in horticulture is desired.

**Necessary Experience:**

Candidates must have experience with professional landscape practices including but not limited to planting, pruning, native and non-native plant identification, experience operating gas-powered equipment (such as string-trimmers, chainsaws, etc.) as well as larger machinery (zero-turn mowers, walk-behind brush mowers, tractors and their implements).

A minimum of 3 years' experience preferably at a public garden, arboretum, or natural park setting. 3 years' experience managing a crew of 3 or more, responsibility for health and safety and related training/PPE management. Seasonal planning and adaptation of work and maintenance routines for volunteers, interns, staff crews, and equipment. As a leader it is expected that this person will seek opportunities for professional development and skill building.

**Advanced Experience:**

Herbicide application, use of back-hoes, tractors and their implements. Familiarity with maintaining adaptable work routines to meet seasonal needs and weather-related constraints. Other construction or maintenance experience.

**Responsibilities:**

1. Oversee, plan work tasks, and delegate to the stewardship team and volunteers
2. Train staff, interns and volunteers to perform general landscape duties such as mowing, planting, weeding, debris management, etc.
3. Operate hand tools, power tools, and heavy equipment and be proactively responsible for their seasonal maintenance and replacement
4. Monitor and inspect landscape conditions for regular maintenance or corrective action\*
5. Select and source, supplies such as trees, shrubs, tools, and protective equipment\*
6. Periodically assist with public events, tours, educational programs, and membership activities
7. Writing and computer skills are required sufficient to draft policies and procedures for equipment use and maintenance, document land management activities, maintain observation logs, etc.
8. Monitor the property and structures for unwarranted use, vandalism, and trash

\*Indicates shared or collaborative roles with the lead horticulturalist, research & restoration coordinator, and executive director.

**Physical Demands/Work Environment:** The physical demands and work environment characteristics described are representative of those that must be met by the successful candidate to perform the job's essential functions. Reasonable accommodations may be made for individuals with disabilities. Stewardship staff spends the majority of their time outdoors in all seasons. The successful candidate must:



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- Spend multiple hours outdoors in all weather
- Work while exposed to poison ivy, biting and stinging insects, ticks
- Hike 2-5 miles/day on rough terrain
- Engage in sustained physical activity throughout the day
- Lift up to 50 pounds
- Must be comfortable working from a ladder, lift or other high places

**Reports to: Executive Director and works closely with the Research & Restoration Coordinator and Lead Horticulturalist**

**Compensation and Benefits:** This position is full time, salaried, with a full range of benefits including paid time off, healthcare, dental, life insurance, and a limited retirement savings match plan. Salary begins at \$48,000, higher commensurate with experience. The Pennypack Ecological Restoration Trust is committed to diversity and inclusivity, and we encourage qualified candidates from all cultures and communities to apply. Due to the managerial duties of this role, work-from-home is not permitted.

The work week is commonly M-F, rarely exceeds 40 hours per week. The Trust encourages and funds training and related travel, peer institution collaboration, and other forms of professional development.

**To Apply:** Email your resume and cover letter to Chris Mendel, Executive Director, to [cmendel@pennypacktrust.org](mailto:cmendel@pennypacktrust.org)