



Eastern Shore

LAND CONSERVANCY

EASTERN SHORE LAND CONSERVANCY SEEKS CONSERVATION ASSISTANT – Posted May 2026

Eastern Shore Land Conservancy (ESLC) seeks a motivated and enthusiastic Conservation Assistant to strengthen ESLC's capacity to support a growing portfolio of conservation projects and stewardship obligations. This is an entry-level position, presenting the opportunity for an early career conservation professional to be trained across all aspects of the land protection work of Maryland's leading regional land trust. The Conservation Assistant is an essential member of the Land Conservation department, providing support for conservation easement projects, easement monitoring, enhanced stewardship and restoration, and GIS analysis and mapping.

THE POSITION

Working with the Land Conservation department, the Conservation Assistant will be trained to support ESLC's conservation objectives through a combination of fieldwork, technical analysis, and project management support. This position encompasses broad exposure to land conservation work from project intake through to permanent protection and long-term stewardship. This role requires ownership, initiative, and the ability to manage a portfolio of projects with dedicated workflows consistently, professionally, and with attention to detail.

This is a full-time (40-hours per week, M-F) position based in our downtown Easton office and reporting to the Director of Land Conservation. The nature of this work includes occasional travel, weekends, evenings, and longer hours when necessary. The salary range for this position begins at \$50,000 with a competitive benefits package consisting of paid time off (vacation and sick leave), health, vision, and dental insurance, and retirement plans.

The position will consist of the following roles and expectations:

Conservation Support

- **Respond** to conservation inquiries and gather information from prospective easement landowners
- **Communicate** and meet with landowners to discuss conservation options for their property
- **Coordinate and support** project tracking, funding program allocations, and due diligence needs for conservation projects
- **Procure** services such as appraisals, surveys, and title searches in support of conservation projects
- **Prepare** exhibits as needed for Baseline Documentation Reports



Stewardship Support

- **Monitoring:** conduct on-the-ground annual stewardship visits to conserved properties
- **Reporting:** complete and process monitoring reports based on stewardship visit findings
- **Preserve management** on an as-needed basis, including trail stewardship and invasive species maintenance

Departmental/Organizational Support

- **GIS data management:** create and manage GIS data; create & maintain map documents
- **Database management:** Landscape software data management and organization; maintain project folios and stewardship records
- **Outreach:** produce communications materials to promote conservation and stewardship programs and relevant funding opportunities
- **Build and maintain** trusted relationships with landowners and partners
- **Support** cross-departmental initiatives and organization-wide events, fundraisers, and community engagement activities

QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITIES

- Bachelor's degree in natural resource management, environmental studies, or a related field
- Strong GIS and technological skills are **required**
- Valid driver's license and reliable personal transportation are **required**
- Professional interests that align strongly with ESLC's mission, vision, and values
- Outstanding verbal and interpersonal communication skills
- Exceptional written communication skills
- Experience working with landowners or the public
- Disciplined self-starter, capable of working independently as well as collaboratively
- Ability to work outdoors in the field
- Strong organizational skills are crucial; must be able to manage multiple ongoing tasks with consistency and attention to detail
- Must exhibit integrity and discretion with project confidentiality requirements
- Geographic familiarity with the Eastern Shore landscape; familiarity with agricultural and rural communities



APPLICATION PROCESS

To apply, send your resume and a cover letter addressed to Lauren Halterman, Director of Operations and Finance, at hr@eslc.org. Applications will be accepted until Friday, June 19th.

EASTERN SHORE LAND CONSERVANCY works to conserve, steward, and advocate for the unique rural landscape of Maryland's Eastern Shore. Our vision is an Eastern Shore that is forever a special place of diverse and abundant natural resources and thriving rural communities. We are Maryland's leading regional land trust, having protected approximately 65,000 acres of land across our six-county operating area. Our team of highly dedicated professionals is based in historic downtown Easton. For more information, please visit our website at www.eslc.org.

The Eastern Shore is a region rich in diversity of all kinds, from our people to our natural resources. ESLC values diversity in all its forms and encourages all qualified individuals to apply.

