

Stewardship and Monitoring Assistant **Effective March 16, 2026**

Position title: Stewardship and Monitoring Assistant

Position Description: The Stewardship and Monitoring Assistant supports Joshua's Trust's land stewardship program with a primary focus on completing annual monitoring of conserved lands, including fee-owned preserves and conservation easements. The position also assists with general land stewardship, habitat management, and volunteer engagement activities. This position requires reliable transportation, as regular travel throughout the 15 towns in which we manage land will be necessary. Mileage will be reimbursed at the federal reimbursement rate.

Reports to: Stewardship Manager

Position terms: Seasonal summer position – approximately 12 weeks, generally 30-40 hours per week, ideally running May-August 2026 with flexibility in scheduling and duration based on applicant availability and organizational needs. Compensation is \$18 per hour.

Overview: Joshua's Tract Conservation and Historic Trust, or Joshua's Trust, is an LTA-accredited non-profit 501(c)(3) land trust operating in northeast Connecticut. Joshua's Trust is committed to protecting land and preserving heritage in Northeastern Connecticut – forever. For the past 60 years, we have conserved over 5,500 acres of land in our region, focusing on safeguarding open spaces, protecting and restoring habitats, maintaining trails, and fostering an appreciation for the natural and cultural resources that make our region unique.

What You'll Do:

The Stewardship and Monitoring Assistant will primarily assist with the annual monitoring of Joshua's Trust conserved lands, including fee-owned preserves and conservation easements. Monitoring responsibilities will be the central focus of the position and involve conducting field visits, documenting site conditions, and preparing monitoring reports. When monitoring duties are not in progress, the assistant will support stewardship projects, property maintenance, and volunteer activities.

Conserved Land Monitoring (Primary Responsibility):

- Conduct annual monitoring of assigned fee-owned properties and conservation easements through site visits.
- Document site conditions, boundary issues, potential violations, and notable changes on conserved lands.
- Prepare clear and detailed monitoring reports following organizational standards.
- Maintain organized records of monitoring visits, photographs, and reports.
- Communicate professionally with conservation easement landowners to maintain positive relationships and ensure compliance with easement terms.

Land Stewardship and Habitat Management:

- Assist with land stewardship activities including trail construction and maintenance, sign and kiosk installation, and removal of dumping and litter.

- Assist with habitat management projects such as invasive species control and forest management work.
- Safely operate and maintain hand and power tools used in stewardship work.

Volunteer and Community Engagement:

- Participate in volunteer trail workdays and other stewardship-related events.
- Support Joshua’s Trust public programs such as hikes, lectures, and community gatherings as needed.
- Contribute brief written updates on stewardship and monitoring work for newsletters, social media, or donor communications.

Administrative and Reporting Tasks:

- Maintain records of stewardship and monitoring activities.
- Complete weekly activity logs, summaries, and reflective reports as required.
- Assist with other stewardship-related tasks as assigned.

- *Other tasks as assigned*

What You Need:

- Comfortable performing physically demanding tasks outdoors in a variety of weather conditions.
- Strong written and verbal communication skills, with the ability to interact professionally with landowners, colleagues, volunteers, and community members.
- High school diploma or equivalent.
- Valid driver’s license and reliable personal transportation to travel between Joshua’s Trust properties (mileage reimbursed at the federal rate).
- Access to a cell phone while working in the field.

Preferred qualifications and skills:

- Interest in land conservation, natural resource management, forestry, outdoor recreation, or related fields.
- Completion of at least one year of coursework in environmental studies, environmental science, biology, ecology, forestry, education, or a closely related discipline — or comparable hands-on field experience.
- Experience using trail maintenance tools and equipment such as hand tools, string trimmers, leaf blowers, chainsaws, or similar equipment.
- Ability to work both independently and as part of a small team.
- Strong organizational skills and attention to detail.

To apply: Send resume, cover letter, and a list of 2-3 references in one PDF document via email to alex.damico@joshuastrust.org with the subject line reading “JT Stewardship and Monitoring Assistant”. No phone inquiries, please.

Application Deadline: Applications will be accepted until April 17, 2026, or until the position is filled.

JT is a 501(c)3 non-profit and an equal opportunity and affirmative action employer. JT provides equal employment opportunity and prohibits discrimination against all employees and applicants for employment based upon race, color, sex, gender identity, religion, creed, national origin and ethnic origin, age, citizenship, status as a perceived or actual victim of domestic violence, disability, marital status, sexual orientation, status as a Vietnam Era or disabled Veteran, or any other legally protected status.