



## Job Description – Director of Conservation

**Position Title:** Director of Conservation

**Reports to:** Executive Director

**Direct Reports:** 1 Manager, 3+ Coordinators

**Job Location:** Physical office with opportunity for hybrid work, plus some visits to field locations

**Employment Type:** 1.0 FTE

**Job band:** Director

**Salary Range:** \$73,000 to \$93,000 / annually, plus benefits (see expanded below)

### Overview

Kawartha Land Trust (KLT) is a land conservation charity that protects natural and working lands for future generations. Our mission is to care for the lands entrusted to us and help others protect the land they love in the Kawarthas.

Founded in 2001, KLT protects and cares for thousands of acres of ecologically diverse lands. Our public access nature reserves welcome thousands of residents and visitors each year and our community events provide experiential and educational opportunities in nature.

All land in the Kawarthas is interconnected. KLT's growing Partners in Conservation program allows us to increase our impact for nature on our shared landscape by working with landowners on land care initiatives throughout the region.

With your support and that of our donors, volunteers, and funders, we can ensure more natural spaces in the Kawarthas are preserved forever.

KLT works within Michi Saagiig Nishnaabeg territory. We are committed to strengthening our understanding of our treaty responsibilities and finding opportunities to collaborate with Williams Treaties First Nations in the spirit of reciprocity.

### Opportunity Summary

Kawartha Land Trust (KLT) stands at a transformative moment in its growth. For over two decades, KLT has worked alongside landowners and local communities to protect the ecologically significant lands that define the Kawarthas. As unsustainable development pressures increase and climate resilience becomes paramount, KLT is elevating its strategic approach to conservation. The Director of Conservation is a restructured executive position designed to establish data-driven conservation planning frameworks that define, guide, and prioritize the organization's long-term land securement and land care targets in fulfillment of the strategic goals of the organization.

Evolving from the outgoing Director of Community Conservation role, this position will focus KLT toward high-level landscape strategy, systematic priority-setting, and integration with a Senior Leadership Team.

Reporting to the Executive Director, and as a member of the Senior Leadership Team, you will direct a team of conservation professionals, integrating conservation science, Indigenous perspectives of conservation, and community priorities to:

- Map regional impact targets
- Support the Executive Director in deepening reciprocal relationships with Williams Treaties First Nations
- Ensure KLT's land care and securement initiatives are guided by a unified, evidence-based roadmap

## **Key Responsibility Pillars**

### **Strategic Conservation Planning & Target Setting**

- Lead the development, execution, and continuous refinement of KLT's strategic conservation plan, establishing clear, evidence-based targets for both land securement priorities and land care interventions that incorporate the needs of nature, and the impact KLT's work can have for communities in the Kawarthas.
- Provide advanced subject matter understanding of global conservation standards and local conservation needs — knowing when and who to reach to for specific expertise, and align KLT planning and activity with broader standards where appropriate.
- Utilize landscape ecology, GIS mapping, climate resilience framework, and other conservation frameworks, to identify priority connectivity corridors, biodiversity hotspots, and critical habitat restoration zones across the Kawarthas.
- Translate regional planning frameworks into actionable targets that guide where KLT proactively seeks to protect land and where land care resources are deployed.
- Align organizational goals with municipal natural heritage systems, provincial policies, and federal biodiversity commitments (e.g., 30x30 targets).
- Explore emerging and/or innovative ways for KLT to continue to advance conservation goals allowing nature and people to exist in harmony.

### **Land Care & Securement Oversight**

- Oversee the implementation of securement strategies, collaborating closely with the Development team to provide strategic direction to staff on priority acquisitions and Conservation Easement Agreements (CEAs) aligned with planning targets.
- Participate in land acquisition projects where required providing information and insight to the conservation value of a specific property, including through conversations with land donors and project donors.
- Manage relationships, processes, and compliance with the Ecological Gifts Program as it applies to KLT lands in collaboration with land securement staff and the Executive Director.

- Guide the land care framework to ensure property management plans, baseline documentation, and ecological restoration projects directly reflect established regional conservation goals.
- Maintain institutional compliance with the Canadian Land Trust Standards and Practices, internal policy and relevant external rules and regulations across all planning, securement, and land care practices.
- Ensure all land records, documents, legal papers and files are in good order and maintained in an accessible manner, consistent with KLT's recordkeeping policies, best management practices, and industry standards.

### **Community & First Nations Partnerships**

- Work collaboratively with the Executive Director to build and maintain respectful, long-term partnerships with Williams Treaties First Nations, integrating Traditional Ecological Knowledge (TEK) and Indigenous-led conservation principles into regional planning models.
- Build and maintain strong relationships with regional planning authorities, conservation authorities, agricultural groups, trail organizations, working lands groups, and various levels of government to align landscape-scale planning initiatives as delegated by the ED.
- Represent KLT in negotiations, partnerships, and collaborative initiatives that further land protection goals where delegated by the ED.
- Actively engage with communities to promote awareness of KLT's mission and conservation opportunities.
- Work closely with the Development and Communications teams to articulate conservation plan targets and performance metrics into compelling narratives for donors, granting organizations, and public campaigns.

### **Process Optimization**

- Streamline and innovate systems in collaboration with the Senior Leadership Team to ensure efficiency and nimbleness in a constantly changing environment.
- Integrate and manage technical systems, databases, and digital tools that support the goals and outcomes of the department.
- Establish clear metrics and reporting systems to monitor project progress, inform decision-making, and ensure accountability.

### **Leadership & Operations**

- Mentor and manage the conservation team, including workload prioritization and performance evaluation and management, fostering an analytical, collaborative environment centred on achieving measurable planning outcomes.
- Develop and manage the annual operational plan and both annual and capital budgets for all areas of the department and lead the development of annual work plans for department staff.
- Ensure that the department and all staff adhere to all relevant KLT operational policies and health & safety is prioritized. Regularly review existing policies and recommend updates and refinements, or new policies, as needed.

- Anticipate, assess, and mitigate legal, financial and reputational risks associated with the department.
- Contribute to organization-wide strategic decision-making.
- Ensure that department staff, including the Director, develop expertise in key conservation issues through professional development training and ongoing participation in regional planning and partnership efforts.
- Identify public and private funding opportunities for land conservation and work with the Development team to sustainably increase the funding available to the department.

## Desired Level of Skills, Experience and Education

### **Conservation Planning Expertise:**

- 5+ years of progressive leadership in environmental planning, conservation biology, or landscape ecology, with proven experience developing regional conservation strategies and establishing target-setting frameworks.

### **Technical & Analytical Skills:**

- Expertise in spatial analysis/GIS applications, landscape-scale planning, ecological monitoring standards, and natural heritage system design. Familiarity with real estate transactions and tax-incentivized land programs is an asset.

### **Leadership Capability:**

- Proven track record leading conservation staff, managing departmental budgets, and collaborating across internal teams to support fundraising and communications goals.
- Strong social intelligence with a demonstrated ability to communicate effectively with a diverse range of individuals and groups.

### **Partnership & Collaboration:**

- Strong cultural competency with demonstrated experience building meaningful partnerships alongside First Nations communities, municipal planners, and regional conservation stakeholders.

### **Education:**

- Post-secondary degree, and/or demonstrated commensurate knowledge, in Regional/Environmental Planning, Conservation Biology, Landscape Ecology, or a related discipline).

## Compensation

- Ability to flex time throughout the week and work in a hybrid remote-work office.
- 10 paid sick days per year.
- Health and dental benefits after a 3-month probation.
- GRSP program with 3% employee match eligibility at 6 months.
- 5 Occupational Days (discretionary personal days, not to be taken in succession or combined with vacation days)

- Professional development opportunities available and encouraged.
- Working in a supportive office with passionate people who care about the environment and their coworkers.

## Health and Safety

- Kawartha Land Trust is committed to providing a safe and healthy work environment for all staff.
- Health & safety training is part of the standard onboarding procedure.

## Additional Information

- Must be legally entitled to work according to the relevant provincial/territorial legislation and
- Have a valid G2 license and access to a personal vehicle (mileage will be compensated).
- Must be prepared to work some evenings and weekends.

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## Application Process

- Your application should include your resume and a cover letter as a single pdf with the following file name format: Last Name, First Name\_ KLT Director of Conservation
- In your cover letter, please include:
  - A summary of why you think the work of Kawartha Land Trust is important, what inspires you, and what you hope to contribute to the role and organization.
  - Address how your skills and qualifications relate to the role's tasks and responsibilities.
  - Email your application to [info@kawarthalandtrust.org](mailto:info@kawarthalandtrust.org) by 12:00 (noon), September 14, 2026, with the subject line "Director of Conservation."

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Kawartha Land Trust welcomes your interest in this opportunity to make an impact on one of Canada's most outstanding landscapes and engage with a committed community of supporters.

KLT values diversity, equity, and inclusion and encourages applications from all qualified applicants. Accommodations for applicants with disabilities are available upon request for all aspects of the recruitment process.

Thank you for your interest in Kawartha Land Trust. Although we appreciate all applicants taking the time to express their interest in joining the Kawartha Land Trust team, only candidates selected for an interview will be contacted.

For more information about Kawartha Land Trust, please visit us at [kawarthalandtrust.org](http://kawarthalandtrust.org)