

Amah Mutsun Land Trust

JOB ANNOUNCEMENT

Native Plant Restoration Program Manager



Background

Amah Mutsun Land Trust (AMLT) is a nonprofit organization founded by the Amah Mustun Tribal Band to protect sacred sites and to promote traditional cultural and spirituality and land stewardship of lands within the Mutsun and Awaswas territories through research, conservation, restoration, and education. The Amah Mutsun Tribal Band is comprised of the descendants of Indigenous people taken to Missions San Juan Bautista and Santa Cruz.

Amah Mutsun Land Trust was established to assist the Amah Mutsun Tribal Band to carry out these goals through several programs, including:

- The Native Stewardship Corps (NSC), a work training, cultural relearning, and conservation fieldwork program for Tribal members;
- Coastal Stewardship Summer Camp for Tribal youth;
- Cultural burning;
- Demonstration native gardens;
- Native plant propagation and restoration
- Land ownership and protection
- Research and education programs that promote indigenous perspectives in resource management.

The Amah Mutsun Land Trust has grown dramatically over the past several years, and we expect the number, breadth, and depth of these programs will continue to expand.

Candidates applying for this position will have the opportunity to join an exciting team of colleagues interested in re-establishing an important connection between Native people and their ancestral homelands and to learn about Native practices, ceremonies, and culture. Many Indigenous tribes, like the Amah Mustun, were forcibly removed from their lands, and the few that survived the mission system suffered historic trauma and are still working to regain what was lost. The Amah Mutsun Land Trust works to right that wrong by protecting sacred sites, employing Tribal members to renew their sacred obligations to restore and steward Mother Earth, and reconnecting Tribal members to their history and cultural landscape.

Position Description

The Native Plant Restoration Program Manager will primarily be responsible for developing and managing AMLT's horticultural program. At this time, the program focuses on native plant propagation for restoration projects, with operations carried out at Cascade

Ranch on Año Nuevo Point. However, the program may expand in the coming years to include other components such as production of plants for Tribal cultural use or wholesale / retail sale. The Program Manager will supervise all aspects of horticultural operations, including managing volunteers / staff, planning and implementing restoration projects on time, expanding the horticultural program, and carrying out research to improve operational efficiency and programmatic success. This position will also be responsible for managing grants that fund this work, assisting the AMLT Director of Development in securing new grants, and identifying new restoration and other horticultural work opportunities.

This position will act as one of AMLT's senior leaders and will report to the Executive Director.

Duties

Program Administration and Development

- Systematically and accurately record required reporting data for grants that fund horticultural projects
- Work with the AMLT Director of the Development and other AMLT leadership staff to identify and apply for new grants to support future work
- Ensure all program participants follow safety protocols, hygiene protocols, and other site-specific work rules
- Ensure administrative documentation (e.g., employee timesheets, volunteer work logs, liability waivers, etc.) is completed accurately and on time
- Coordinate with the AMLT Office Manager and Bookkeeper to ensure that all grant and internal administrative procedures are followed
- Work with AMLT agency partners to implement or renew permits or permission to ensure access to open spaces for seed / propagule collection
- Work with AMLT staff to identify and develop new projects and programmatic focus areas to expand AMLT's restoration and horticultural services
- Work with AMLT and AMTB leadership to develop and implement high level guidelines for AMLT's horticultural programs, such as where / how plants should be sourced, which plants are appropriate to work with at Cascade Ranch, which type of projects the program should pursue as it grows, etc.

Horticultural Operations and Research

- Supervise and manage all aspects of AMLT's horticultural program
- Collect native seeds from appropriate locations; clean and store seeds for use over the long term; maintain records of seed collections for reporting to agency partners
- Have the ability to identify native plants with a high level of confidence; use accurate scientific nomenclature in data recording
- Develop and implement horticultural best practices to produce healthy seedling plugs and plants in the greenhouse and field beds; maintain records to track germination / planting success rates, outcomes of experimental treatments, etc.
- Coordinate with project partners, the Native Stewardship Corps, and volunteers to

- ensure smooth and successful plant installation at restoration sites
- Carry out documentary research to identify methods to germinate and grow native plants successfully
 - Carry out documentary / archival / historical ecological research to determine which plants are appropriate to use in restoring particular locations
 - Design and carry out experiments to improve seedling germination and plant growth efficiency (e.g., methods to break germination inhibition; reduce pathogen impacts; promote faster growth, increase seed production rates, etc.)

Employee and Volunteer Management

- Manage and supervise both volunteers and AMLT staff working at Cascade Ranch and restoration sites
- Complete performance evaluations of AMLT employees who report to the Program Manager
- Ensure AMLT's employee protocols and policies are followed
- Work with AMLT staff to resolve any personnel conflicts that may arise
- Recruit, train, and supervise program volunteers as needed
- Ensure volunteers remain engaged with AMLT's horticultural work through special events, gifts, etc.

Outreach, Education, Mentorship, and Advertisement

- Provide educational presentations, site tours, field trips, etc. for AMLT partners, supporters, students, and public groups
- Train and educate Tribe member employees who report to the Program Manager to take on additional horticultural responsibilities and leadership roles in the future
- Develop native plant propagation / restoration / ecology educational materials and opportunities for the AMLT Native Stewardship Corps and Tribe Members
- Develop advertisements / outreach to inform the public about restoration services AMLT can provide and bring on new clients
- Write articles about AMLT's horticultural work for the AMLT newsletter, website, or other media outlets
- Explore and develop other media venues to promote AMLT's work, such as online videos, social media, etc.

Compensation and Benefits

This is a full-time exempt position that comes with health benefits (medical insurance, dental, and vision), vacation time, sick leave, and paid time off for holidays. The compensation is between \$70,000-80,000, depending upon experience.

Work Location and Travel

Since its inception, the Amah Mustun Land Trust has been a virtual organization, with all

staff members working from home. Board meetings are held quarterly at UC Berkeley and program managers are often asked for written progress reports and to attend meetings on Zoom or in person.

Fieldwork for this position will be performed primarily at Cascade Ranch, and the Program Manager will need to be able to access Cascade Ranch at least three to four times per week, and sometimes more often. The Program Manager will also need to be able to use a personal vehicle to travel to various locations in AMLT's Stewardship Area (including Santa Cruz County, San Benito County, southern Santa Clara County, and northern Monterey County) for meetings, seed collection, site evaluation, restoration fieldwork, etc.

Qualifications

- A minimum of a Bachelor's degree in horticulture, environmental science, landscape architecture, restoration ecology, ethnobotany, or a related field (or experience equivalent to such) is required
- At least three years of work experience propagating native plants is required
- Deep knowledge of regional native plant ecology is strongly preferred
- Knowledge of Native California ethnobotany is strongly preferred
- At least three years of work experience in personnel management and grant management or other similar administrative management is strongly preferred
- Experience working in a nonprofit organization or land trust is desirable
- Experience developing and implementing horticultural experiments / research projects is desirable

- The ideal candidate is a person who:
 - Has a passion for native plants and native plant restoration
 - Is a team player excited about collaborating and supporting others
 - Is a good communicator, comfortable with public speaking
 - Is a problem solver, seeking to learn more about how to grow native plants efficiently and successfully
 - Is knowledgeable and interested in learning more about Native American history and Amah Mutsun culture
 - Is committed to land protection and biological and cultural diversity of our planet
 - Has demonstrated success in restoration work and learning from mistakes
 - Is not afraid to work independently, make programmatic related decisions, give feedback, and make improvements where needed

Equal Opportunity Employer

The Amah Mutsun Land Trust is an equal opportunity employer and does not discriminate against people of different genders, races, religions, or creeds. We also are a drug and alcohol free workplace that prohibits the use of drugs and alcohol on the job or at any of our work sites.

To Apply

If you are interested in this unique opportunity, please submit your resumes and cover letter to Reed Holderman, Interim Executive Director at hire@amhamutsun.org or mail us at 2460 17th Avenue, #1019, Santa Cruz, CA 95062. Questions can also be directed to Reed at this same email address.

Applications will be accepted until this position is filled.