



TRIBAL PARTNERSHIP PROGRAM MANAGER JOB DESCRIPTION

The Eastern Sierra Land Trust (ESLT) is seeking a Tribal Partnership Program Manager to join our nationally accredited land trust. This is a full-time exempt position based in Bishop, California with hybrid (in-office and remote) work options.

ABOUT ESLT: Founded in 2001, ESLT works to protect vital lands in the Eastern Sierra region for their scenic, agricultural, natural, recreational, historical, and watershed values. Through partnerships with forward-thinking landowners, governmental agencies, and our community, ESLT has permanently protected over 23,000 acres of our region's most valuable resource. ESLT supports a healthy balance of land uses — from ranching to biking, wildlife habitats to favorite fishing spots — that can be sustained forever, thereby ensuring a strong local economy and healthy environment for generations to come.

ESLT is committed to creating a diverse organizational environment and is proud to be an equal opportunity employer. All applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. Diverse candidates and candidates with nontraditional backgrounds are encouraged to apply.

POSITION SUMMARY: The Tribal Partnership Program Manager is responsible for engaging in strong relationships with Tribes in the Eastern Sierra region and developing key partnerships that will support ESLT's land conservation goals - while increasing the capacity of local Tribes to be leading voices in regional land use. This position will facilitate the development of tribal expertise and capacity to independently execute projects and will help incorporate tribal perspectives into ESLT's conservation projects.

The Tribal Partnership Program Manager will attend collaborative meetings, helping to document, retain and synthesize traditional Indigenous knowledge and other information gathered and shared during these meetings. This staff member will serve as a liaison between ESLT and the Tribes at the community level. This position requires frequent travel to Tribal communities across the Eastern Sierra region to further relationship-building, conduct outreach and support engagement on land planning and special projects. The Tribal Partnership Program Manager will work closely with ESLT's Executive Director and Conservation and Stewardship team.

KEY RESPONSIBILITIES

Build and Maintain Relationships

- Act as an ambassador and liaison between ESLT and tribal entities in the Eastern Sierra.

- Foster relationships, effective communication and collaboration between ESLT, local Tribes and tribal organizations.
- Serve as the primary point of contact between the land trust and Tribes.

Facilitate Communication

- Plan and promote frequent and effective communication, meetings, and shared activities that facilitate mutual understanding of the goals, values, and challenges facing ESLT and tribal communities in this region.
- Strengthen ESLT's understanding of tribal communities needs in the Eastern Sierra.

Strategic Planning

- Ensure tribal perspectives and priorities are integrated into the organization's long-term goals.
- Facilitate the identification of lands and landscapes important to local tribal communities.
- Promote shared understanding regarding the application of traditional ecological knowledge and practices in the stewardship of lands in the Eastern Sierra.

Grant Management

- Identify suitable projects for Department of Conservation (DOC) grant funding and assist Tribes in obtaining grant funding for tribal conservation projects.
- Manage current DOC grant, distributing funding to Tribes and tribal organizations as outlined in the DOC grant agreement.
- Track all projects completed and generate grant reports as outlined in the DOC grant agreement.

Policy and Advocacy

- Assist in the development and implementation of an ESLT tribal engagement policy.
- Stay informed about and communicate relevant federal, state, and local policies affecting tribes and tribal lands and resources.

Outreach and Education

- Engage in outreach to tribal communities to raise awareness about the land trust's mission and projects.
- Educate the broader public about the importance of tribal land stewardship and collaboration.
- Assist, as appropriate, in the development of relevant internal and external communications tools and materials.

Cultural Competency, Education and Engagement

- Organize cultural competency training for ESLT staff, Board, and volunteers.
- Develop programs and initiatives to enhance tribal engagement and participation.

DESIRED KNOWLEDGE AND SKILLS

- Knowledge of and familiarity with any of the following areas: Indigenous rights, tribal sovereignty, conservation, environmental protection, natural resources management and public lands planning, and social justice issues.
- Demonstrated history of relationship and community building with Tribes and tribal communities, preferably in the Eastern Sierra. This may include lived experience, working history, volunteer work or other opportunities in service to Tribes or tribal organizations (ex. board position, cultural practitioner or apprentice, or participation or active practice of cultural or traditional Indigenous lifeways).
- Considerable knowledge of land, water, wildlife and cultural resource stewardship and conservation in the Eastern Sierra.
- General knowledge of current trends and practices in conservation, land management, ranching, and natural resource preservation. Understanding of emerging public policy issues affecting land use and land conservation, including habitat protection, water quality/quantity, and climate change.
- Ability to work in a team environment as well as independently with minimal supervision.
- Ability to manage time and diverse activities under deadlines while delivering quality results and reports.
- Strong verbal communication skills, including the ability to: convey messages clearly and concisely, paraphrase, select and use language appropriate for the audience, encourage others to share input, and exercise cultural awareness and sensitivity.
- Excellent interpersonal skills, including diplomacy, professionalism, authenticity, and tact.
- Creative problem-solver and the ability to navigate conflict.
- Persistence, sense of humor, and a high tolerance for meeting competing demands efficiently.
- Must have (or be willing to get) a valid driver's license with insurance.

WORKING CONDITIONS

- ESLT will provide working space in our office in Bishop, CA where all equipment and supplies are made available. ESLT does permit hybrid (in-office and remote) work options with adherence to established organizational policies.
- This work requires minor physical exertion, but there may be situations that require being outdoors in all weather conditions and on uneven terrain.
- Some weekend and evening work and travel is required.

COMPENSATION AND BENEFITS: This is a grant funded position. Funding is secured through March 2027. Position is full time and exempt, with a salary range of \$65,000-\$75,000 annually, plus benefits.

Regular, full-time employees accrue vacation at a monthly rate commensurate with their length of employment and on a monthly basis, the initial vacation leave benefit is 10 days per year, accrued at 6.67 hours per month. All employees accrue sick leave at a rate of 10 days per year, accrued at 6.67 hours per month. ESLT offers 12 paid holidays annually.

You will immediately be eligible for legally mandated benefits such as Workers Compensation Insurance and California Disability Insurance. You are eligible for ESLT offered medical and dental coverage beginning the first of the month, following 30 days from your date of hire. ESLT enforces a mandatory 6-month probationary period which will begin on your start date. You will become eligible to enroll in ESLT's SIMPLE IRA. It is a requirement of this position to adhere with ESLT's policies and procedures.

Opportunities for training and career advancement available as annual budget permits.

TO APPLY: Send a cover letter and resume to info@eslt.org with "Tribal Partnership Program Manager" in the subject line. No phone calls, please. Applications without a cover letter will not be reviewed. Successful candidates will be notified. ESLT is committed to cultivating a staff that is representative of the communities we serve. Position will be open until filled.

We are open to the possibility that a great candidate for this job may not precisely meet all the above criteria; if you believe you're the right person for this job and can persuasively make that case, we encourage you to apply.

All applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, protected veteran or disabled status, or genetic information. ESLT is an equal opportunity employer and acts in accordance with applicable law in all our hiring and employment practices.