POSITION DESCRIPTION

TITLE: Mitigation Solutions, Program Manager
LINE OF BUSINESS/DIVISION: Mitigation Solutions
FLSA STATUS: Exempt
REPORTS TO: Director, Mitigation Solutions Director
NUMBER OF POSITIONS REPORTING TO THIS POSITION: None
LOCATION: Arlington, VA or Remote

THE CONSERVATION FUND
The Conservation Fund (“TCF” or the “Fund”) is a nonprofit conservation organization dedicated to the dual mission of protecting America’s most important land, water, and natural resources while also supporting economic growth in communities. Top-ranked for efficiency and effectiveness, we have worked in all 50 states to protect over 8.5 million acres of land since 1985.

Must have received or be willing to receive the COVID-19 vaccination by date of hire to be considered. Proof of vaccination required.

POSITION SUMMARY
The Fund is hiring a Program Manager to assist the Mitigation Solutions Director in implementing the Mitigation Solutions Strategy and growing our national Mitigation Solutions Program. The Fund’s Mitigation Solutions program is focused on partnering with federal and state agencies and energy and infrastructure developers to provide meaningful conservation to offset the unavoidable impacts from construction and operation of energy and infrastructure projects across the United States.

The Program Manager is responsible for maintaining existing relationships with agency and developer partners. The position works with The Conservation Fund’s legal and real estate teams to move new mitigation projects through implementation to successful completion, while strengthening these existing relationships and encouraging recurring business.

Successful candidates will have a demonstrated understanding of the permitting and impact assessment processes that drive the need for voluntary and compensatory mitigation under the Endangered Species Act, the National Historic Preservation Act, the Clean Water Act, and the National Environmental Policy Act, as well as relevant state regulations and policies. The ideal candidate will demonstrate successful project management efforts that take projects from the proposal stage through contracting and will have experience managing natural resources impact and/or mitigation projects in the energy and infrastructure sectors. The ideal candidate also will have pre-existing industry and agency relationships and a proven track record in electric transmission, renewables, oil and gas, and/or transportation sectors.

RESPONSIBILITIES & SCOPE
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Project Management/Implementation (50%):
  • Present new project opportunities for internal review for go/no-go decisions.
• Move projects from the proposal to implementation phase by: 1) facilitating the development of contracts or memoranda of agreement (MOAs) with the Fund’s legal and real estate staff; 2) providing interface between The Conservation Fund and mitigation partners (agencies or project developers) as contracts or MOAs are developed; and 3) supporting The Conservation Fund’s real estate staff on mitigation project implementation as needed.
• Confirm mitigation projects are implemented and completed in accordance with contracts or MOAs.
• Serve as a subject matter expert for mitigation partners/clients.

Business Development (30%):
• Work with the Mitigation Solutions Director and Regional/State Directors to expand existing partner accounts and relationships.
• Develop, sustain, and grow The Conservation Fund’s portfolio of companies and projects for which we provide mitigation.
• Lead and assist with business development efforts, including proposal development, technical presentations, participation in conferences held by industry trade groups, and meetings with project developers and resource agencies.
• Collaborate with Mitigation Solutions Director and real estate staff across the U.S. to develop new mitigation approaches.
• Work in conjunction with the Fund’s Marketing and Communications team to prepare and regularly update materials describing mitigation services.

Strategic Thinking (20%):
• Monitor industry trends, remain current on regulations and policies that are the basis for the Mitigation Solutions Program, and work with the Mitigation Solutions Director to adjust the Mitigation Solutions strategy in response to changes in market conditions.
• Identify new services and assist with updates to the Mitigation Solutions strategy to include new services.
• Collaborate with The Conservation Fund’s real estate leads and Mitigation Solutions Director to create innovative and effective mitigation solutions.

MINIMUM QUALIFICATIONS
• BS/BA environmental science, natural resources management, or related field.
• 8+ years of direct experience working with energy, infrastructure and/or natural resource agencies, companies or organizations.
• Demonstrated project management track record.
• Ability to cultivate and maintain relationships with industry and agency partners.
• Thorough knowledge and direct experience with the impact assessment and regulatory processes (e.g., National Environmental Policy Act, Endangered Species Act) that drive our Mitigation Solutions program.
• Recognized technical expertise and established reputation in the energy or infrastructure market space and/or deep experience and relationships with relevant agencies.
• Demonstrated understanding of and experience with developing mitigation approaches for energy and/or infrastructure projects.
• Commitment to the Fund’s mission.
• Excellent interpersonal, oral, and written communication skills.

WORK ENVIRONMENT
• Work is performed primarily in an office setting.
• Estimated travel – up to 25%.
COMPENSATION and BENEFITS
This position offers a competitive salary, opportunities to earn performance-based bonus compensation and a highly competitive package of benefits including employer contributions for health care, paid holidays, vacation and personal/sick leave, retirement plan and more.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change or new ones may be assigned at any time, with or without notice.

To learn more about The Conservation Fund, visit https://www.conservationfund.org.

Qualified candidates should email resume and cover letter to: careers@conservationfund.org.

The Conservation Fund, a Non Profit Corporation, is an Equal Opportunity Employer who fully and actively supports equal access for all people regardless of Race, Color, Religion, Gender, Age, National Origin, Veteran Status, Disability, Genetic Information or Testing, Family and Medical Leave status, Sexual Orientation and Gender Identity or Expression. The Fund prohibits retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or practice in the investigation of any complaint, or otherwise oppose discrimination.