

**LAND STEWARD JOB DESCRIPTION  
TOWN OF OLD LYME  
OPEN SPACE COMMISSION  
JULY, 2014**

Job Title: Land Steward

Reports to: Old Lyme Open Space Commission or its designee

Time: Flexible (Est. @1 day per week )

**Duties and Responsibilities**

The land steward will work at the direction of the Town of Old Lyme Open Space Commission to maintain Town of Old Lyme fee-owned open space and privately held lands that have a conservation easement in favor of the town. Responsibilities will include:

1. Open Space property Maintenance/Enhancement
  - A. Promote and develop wildlife and other habitats
  - B. Work with OLOSC on writing and implementing management plans for each property
  - C. Lead work crews, volunteer and hired, on town open space properties coordinate and lead volunteer work days/projects
  
2. Trail Maintenance:
  - A. Maintain trail markers and signs
  - B. Maintain gates, bridges, barriers
  - C. Monitor/prevent public access issues: (See Open Space rules)
  - D. Maintain entrances and parking areas
  - E. Trash removal
  - F. Mark/identify open space boundaries
  - G. Identify and inventory wildlife species and habitats, native and plants and management needs. (pg. 8)
  - H. Identify, remove and/or monitor invasive species
  - I. Identify and implement restoration projects
  
3. Coordinate with OLOSC, Town DPW and/or other professionals to
  - A. Mow meadows
  - B. Identify and remove invasive plants and other noxious weeds
  - C. Remove trail hazards
  
4. Work with Old Lyme Open Space Commission and ZEO to monitor privately held Conservation Easement lands. Maintain landowner relationships.

5. Present to OLOSC recommendations for:
  - A. Equipment and materials that are needed to perform appropriate work and/or to enhance visitor experience.
  - B. infrastructure needs and repairs: roads, fencing, signage
  - C. Grants for habitat/forest management
  
6. Promote stewardship by educating neighbors about the property and projects

Proficiencies required: GIS, GPS, Microsoft Word/Excel

Bachelor's degree in forestry/biology and/or conservation related field preferred  
Ability to identify native and invasive plants, trees and wildlife  
Knowledge of and interest in environmental stewardship, land management and forestry techniques  
Physically active, able and strong

Please send letter of interest and brief resume to:

Town of Old Lyme Open Space Commission  
c/o Diana Atwood Johnson, Chair  
[dianaajohnson@me.com](mailto:dianaajohnson@me.com)

or  
52 Lyme Street  
Old Lyme, CT 06371