

**Land Stewardship Assistant  
Westport Land Conservation Trust  
Westport, Massachusetts**

The Westport Land Conservation Trust seeks a hard-working, people-oriented individual motivated to make a difference with a dynamic and leading land conservation organization.

**About The Westport Land Conservation Trust (WLCT):**

WLCT is a private, non-governmental organization dedicated to local land conservation on behalf of the Westport community. WLCT accepts gifts of land and conservation restrictions on land, and assists farm owners in preserving farmland with agricultural preservation restrictions. In addition, we steward close to 1,800 acres of WLCT-owned land including 11+ destination properties across Westport.

**About the Position:**

The Land Stewardship Assistant position will primarily focus on the execution of day-to-day stewardship operations that include property care and management under the direction of the Land Stewardship and Outreach Manager. In addition, the Assistant will support the volunteers on the Tuesday Trail team. This is a Part-Time, 25 hours per week, year-round position.

**Reports to:**

Land Stewardship and Outreach Manager (with occasional direction from the Executive Director)

**Primary Position Responsibilities:**

**Land Stewardship**

- Provide weekly maintenance at public access properties using hand tools, small motorized equipment, and ride-on mower/tractor
- Support special projects, including but not limited to trail creation and habitat restoration
- Water and weed to maintain native plant gardens at Westport Woods
- Provide support for facility maintenance at the WLCT Office and Stewardship Center including snow removal, event set-up, routine mechanical systems maintenance, and refuse removal
- Assist with the monitoring of WLCT-held easement resources
- Periodic routine maintenance of equipment and fleet
- In 2026, assist the Land Stewardship and Outreach Manager with the creation of the new hiking trails at Westport Woods Conservation Park and at Snell Creek, our newest public access property. This will include installing wayfinding signs and bog bridging to create trails that are safe and accessible
- In 2026, assist Land Stewardship and Outreach Manager with the implementation of farm plans at Snell Creek's agricultural field, including soil preparation, planting various perennial food crops, and assist in overseeing inaugural crop establishment during summer months
- Other related Stewardship tasks as assigned by the Land Stewardship and Outreach Manager

### **Volunteer Support and Tuesday Trail Team**

- Support and lead the Tuesday Trail Team volunteers with various outdoor tasks and stewardship projects
- Support and coordinate with Land Stewardship and Outreach Manager on Tuesday Trail Team volunteer program implementation

### **Other**

- On occasion will provide support and direction for the WLCT Summer Interns
- Support WLCT events as needed
- Will need to lift or assist in lifting objects over 50lbs
- Will need to drive a WLCT company vehicle and mowing equipment, including at times with a trailer

### **Qualifications:**

- High School Diploma or equivalent
- Commitment to the mission of Westport Land Conservation Trust
- Enthusiasm for connecting the public to the land
- Strong customer service skills, professionalism and attention to detail
- Excellent interpersonal and communication skills
- Ability to operate landscaping equipment including manual tools and motorized tools
- Valid Driver's License
- Willingness to work as part of a team of professionals
- Ability to work independently and manage multiple tasks
- Familiarity with Westport and the South Coast of Massachusetts is a plus

### **Hours, Salary & Benefits:**

The Land Stewardship Assistant position is a part-time, year-round position (average approximately 25 hours per week). Regular working hours are generally Monday - Friday, with flexible start and end times. Some weeks may require occasional evening or weekend commitments.

Compensation is commensurate with experience.

### **How to Apply:**

Interested candidates should submit their resume, cover letter and three references to:

**Land Stewardship Assistant Search**  
Westport Land Conservation Trust  
P.O. Box 3975  
Westport, MA 02790  
Email: [ross@westportlandtrust.org](mailto:ross@westportlandtrust.org)

The position is considered open until filled. An announcement will be posted on our website [www.westportlandtrust.org](http://www.westportlandtrust.org) when the position has been filled.

*No phone calls or faxes please.*

The Westport Land Conservation Trust is an equal opportunity employer. WLCT aims to create a thriving, inclusive workplace that values each member of our team. We aspire to reflect and effectively serve the community of Westport, Massachusetts--which is at the core of our mission.