



City of Missoula Superintendent - Conservation Lands

SALARY	\$39.41 - \$45.82 Hourly \$81,972.80 - \$95,305.60 Annually	LOCATION	Missoula, Montana
JOB TYPE	Regular, Full-Time	JOB NUMBER	00722
DEPARTMENT	Parks & Recreation	OPENING DATE	06/18/2026
CLOSING DATE	7/9/2026 11:59 PM Mountain		

Overview

Help preserve the places that make Missoula special.

The City of Missoula Parks & Recreation is seeking a **Superintendent – Conservation Lands** to lead the stewardship and management of the community's conservation lands, trails, and open spaces. From protecting native habitats and cultural resources to expanding outdoor recreation opportunities, this position plays a vital role in ensuring these treasured public lands remain healthy, accessible, and resilient for future generations.

This leadership position combines natural resource expertise with strategic planning, community engagement, and team development. The successful candidate will oversee conservation initiatives, guide restoration and land management projects, collaborate with community partners, and inspire others through a shared commitment to environmental stewardship and responsible recreation.

Screening of applications will begin on Friday, July 10, 2026. It is in your best interest to apply before this date.

To Apply: All applicants must submit the **City of Missoula application AND a Cover Letter** explaining your interest in this position and detailing how your experience and education meet the qualifications.

Failure to attach the cover letter will result in your application being incomplete, and therefore, not reviewed by the hiring manager.

Resumes will not be reviewed. All details should be entered on the application.

Starting Pay:

New hires start within our entry-to-market range, depending on experience and qualifications. The starting range for the position is \$39.41 - \$45.82/hour and will increase each year for longevity and cost of living adjustments.

Full Pay Range:

Each position also has a full wage range that reflects potential growth over time, including annual increases for longevity and cost-of-living. The full range for the position is \$39.41 - \$48.57/hour.

This position is part of a VEBA plan which will impact payout of vacation and/or sick leave upon leaving the city as an employer.

Essential Functions

- Oversee and coordinate the management of City of Missoula conservation lands including native habitats, trails, cultural sites, etc.
- Utilize GIS and GPS technology, historic records, aerial photography, science-based research, and other tools to develop & write management plans for conservation lands, including riparian and coniferous forests, grasslands, wetlands, public recreation, and educational outreach; oversee the public process for plan adoption.
- Manage and implement projects, performed by outside contractors, partners, and City staff, related to preserving natural and cultural resources, ensuring the protection of conservation lands, and providing outdoor recreational opportunities; implement inclusive programs through community open space, green infrastructure, and climate resiliency projects to ensure compliance with standards and regulations
- Develop, manage, and coordinate a scientific inventory and monitoring program; analyze results and create detailed reports.
- Develop Conservation Land Management goals, objectives, and work plans for managing preferred native vegetation, forest health, habitat restoration, etc.
- Oversee the development and implementation of an outreach, education, and marketing program with the Conservation Lands Program.
- Supervise various employees, including assigning and reviewing work, performance evaluations, and training; participate in hiring, discipline, and termination decisions; provide support by correcting deficiencies, and building strengths to ensure effective working relationships.
- Maintain and implement the adopted Conservation Lands Management Plan, including developing best management practices, performance standards, and long-range plans; assist with implementation of community engagement and accessibility programs and practices.
- Coordinate activities with other department managers to facilitate efficient, effective, and professional departmental operations; coordinate with other agencies and groups to implement department plans.
- Prepare and present various informative and educational information to citizens, boards, councils, etc.
- Manage a board-appointed citizen advisory committee on behalf of the department.
- Serve as primary point of contact with the public and/or homeowners regarding City ordinances and standards on open space conservation lands.
- Prepare and manage annual operating and capital improvement budgets for the Conservation Lands programs; monitor and manage spending of allocated budget; prepare and administer grants related to Conservation Lands and other assigned public areas or programs.
- Develop and administer contracts agreements and permits.
- Assist with strategic planning for the department.
- Develop and implement standard operation procedures, preventative maintenance cycles, and inspection intervals/reports; oversee safe operation of equipment and maintenance employees.
- Prepare a variety of reports, planning documents, and various other materials.
- Oversee the Conservation Lands Program's responsibility in managing State listed noxious weeds and related USDA pesticide reporting.
- Perform other duties as assigned, based on training and qualifications.

Knowledge, Skills and Abilities

- Knowledge of principles and practices of conservation land maintenance and development.

- Knowledge of recreation, natural resources, and ecologically based land management principles and practices, including the ability to learn habitat restoration practices for Western Montana.
- Knowledge of principles and practices of forest management, including prescribed burns, fuels reduction, forest health, risk management within the wildland urban interface, etc.
- Knowledge of principles and practices of integrated pest management and adaptive management techniques for establishing preferred vegetation.
- Knowledge of, or the ability to learn, public administration principles, policies, and practices, including budget management, grant management/administration, project management/planning, public relations, staff management, training, policy/program development, risk management, collective bargaining agreements, etc.
- Knowledge of, and ability to promote, department safety considerations, City safety policies, OSHA standards and guidelines, and the Americans with Disabilities Act.
- Skill in operating office equipment, using various computer software and databases, including Microsoft 365, GPS, and GIS software, with the ability to learn job-specific applications and equipment.
- Skill in public speaking, with the ability to present data, reports, and other findings to a variety of diverse groups and individuals.
- Skill in implementing various adaptive land management techniques.
- Skill in planning, developing, and implementing land management plans which balance human use with conservation goals.
- Skill in negotiating and communicating, in person and writing, with the proven ability to establish and maintain effective working relationships with diverse individuals.
- Ability to educate the public about conservation land management, responsible recreation and environmental stewardship, etc.
- Ability to maintain current knowledge, developments, and trends related to specific areas of focus and/or assigned projects.
- Ability to maintain and foster a culture of professionalism, adhere to departmental and City standards and specifications, and support a positive team environment.
- Ability to resolve conflicts with facilitating outcomes while maintaining a calm demeanor.
- Ability to learn, interpret, and apply City and departmental practices and procedures, including Montana Code Annotated, Missoula Municipal Code related to parks, recreation, open spaces, etc., and other various laws, and regulations.

Working Conditions:

- Position requires the ability to lift and maneuver 50 lbs. or less.
- Work environment may include exposure to unavoidable weather conditions, occupational hazards, construction hazards, and physical risks, including uneven terrain or loud noises, which require following basic safety precautions.

Qualifications and Additional Application Materials

- Any combination of education and experience equivalent to seven (7) years of natural resource maintenance, conservation land management, or another relevant field.
- Must have prior supervisory experience.
- Must have Montana herbicide applicator's license, or the ability to obtain within 30 days of hire.
- Montana Stormwater Pollution Prevention Plan (SWPPP) Administrator certification, preferred.

The City of Missoula does not sponsor employment visas (e.g., F-1, H-1B, TM). Applicants must be authorized to work in the United States on a full-time basis at the time of application.

Employer

City of Missoula

Address

435 Ryman Street
Human Resources
Missoula, Montana, 59802

Phone

406-552-6130

Website

<https://www.ci.missoula.mt.us/>

Superintendent - Conservation Lands Supplemental Questionnaire***QUESTION 1**

Please describe your experience planning, implementing and maintaining habitat restoration projects.

***QUESTION 2**

Please describe your experience planning, implementing and maintaining recreational trails and/or infrastructure.

***QUESTION 3**

Describe your experience conducting outreach and marketing to increase the effectiveness of land management programs and/or projects.

***QUESTION 4**

Have you attached your cover letter to complete your application?

Yes

No

* Required Question