



Search Conducted By



Photo credit: T. Ellison

## Transactions Director or Program Manager

Solano Land Trust seeks an experienced Transactions Director or Program Manager to lead land conservation transaction strategy to advance the land trust's long-term approach to conserving the working farms, ranches, and natural landscapes of Solano County.



## Organization Overview

Solano Land Trust was founded in 1986 as the Solano County Farmlands and Open Space Foundation as a result of open space advocates, land developers, and a municipal government working together to benefit the whole community. This unusual collaborative genesis created the structure for a board of directors that reflects all sides of land-use issues united in the mission to preserve the agricultural legacy and natural landscapes of Solano County and enhance people's relationship to the land. Solano Land Trust has permanently protected over 25,000 acres of natural areas and agricultural lands.

### Mission

To inspire a love of the land and preserve it for people, food, and the natural environment.

### Values

Solano Land Trust is committed to balancing its work to benefit the entire community, today and for future generations. They recognize that land and people are inextricably linked and have been for thousands of years, and that protecting land means addressing the environmental challenges that affect both the land and the people who depend on it. The land trust also acknowledges that it cannot meet its forever promise in a way that is meaningful to people throughout the community without intentional and sustained attention to the community and the organizational integrity necessary to carry its mission forward.

### Land Acknowledgment

As Solano Land Trust honors the relationship of people to the lands and waters of Solano County, they wish to acknowledge the Indigenous people who lived here and whose ancestors are still living here.



photo credit: S. Nolan

## Position Overview

This position is open at two levels — Director or Program Manager — and will be filled based on the selected candidate’s depth of experience, leadership background, and demonstrated expertise in land transactions. Candidates are encouraged to apply regardless of which title they seek. Applicants will be considered and screened for the level that best matches their qualifications.

The Transactions Director or Program Manager is a key role that directly advances land conservation in Solano County by guiding landowners, many from multi-generational farming and ranching families, through the process of permanently protecting their land to protect its agricultural or habitat qualities. This is an opportunity to lead and enhance Solano Land Trust’s agricultural conservation program in ways that extend beyond transactions.

This role will focus on oversight and high-level transaction leadership. Responsibilities will include structuring complex deals, leading negotiations, coordinating legal matters, and managing

funder relationships. The ideal candidate will have strong skills in real estate, transactions, contracts, and a high-level understanding of conservation easements or similar transactions. Additionally, the position will advance the goals of Solano Land Trust’s Agricultural Conservation Plan (ACP). This program supports agricultural sustainability and viability, soil health and climate resilience, community and landowner engagement, partnerships with agencies and nonprofits, and creating pathways for farmers and ranchers from all backgrounds to access and protect land in Solano County.

The Transactions Director or Program Manager will report to the Chief Program Officer and will supervise the Transactions Project Manager and GIS/Conservation Easement Monitoring Specialist. The successful candidate will possess a strategic approach, a collaborative spirit, and a learning mindset. They must appreciate the value of Solano Land Trust’s commitment to land conservation, working lands, and agricultural communities.

# Responsibilities

## Program Leadership

- 👁️ Translate Agricultural Conservation Program (ACP) goals and strategies into actionable program initiatives, working collaboratively with Agricultural Conservation Easement Program (ACE Program) Committee members and staff.
- 👁️ Lead landowner outreach and project development in high-priority conservation areas.
- 👁️ Identify and pursue new program opportunities aligned with ACP priorities, including grant-funded planning projects, feasibility studies, and incubator or pilot programs.
- 👁️ Oversee grant strategy and proposal development across state, federal, private, and mitigation funding sources to build a sustainable pipeline of project funding aligned with strategic and programmatic priorities.
- 👁️ Advance strategies related to agricultural sustainability and viability, including supporting information-sharing with Solano County farmers and ranchers about soil health, climate resilience, and available resources.

## Land Transactions Oversight

- 👁️ Oversee and support the Transactions Project Manager's work on all phases of conservation easement agreements and fee-title transactions, from initial landowner contact through due diligence, drafting, negotiation, board approval, and closing.
- 👁️ Lead high-stakes project elements as needed, including structuring complex multi-funder deals, negotiating easement terms that balance landowner goals with land trust standards and funder requirements, and coordinating with legal counsel.
- 👁️ Develop and maintain a portfolio of active and prospective transactions, ensuring timelines, priorities, documentation, and tracking systems are in place.
- 👁️ Develop and manage the transactions program budget, forecasting transaction costs, tracking expenditures across funding sources, and maintaining grant compliance and funder relationships.
- 👁️ Clearly communicate the status of transactions to senior leadership, the board, and funders.

## Relationship Building and Partnership Orientation

- ☞ Cultivate and steward long-term relationships with landowners, particularly those from agricultural and ranching backgrounds, grounded in respect, patience, and genuine care for their land and legacy.
- ☞ Build and maintain partnerships with agencies, nonprofits, agricultural organizations, funders, and other conservation entities to advance shared land protection and ACP strategies.
- ☞ Represent Solano Land Trust in external convenings, coalition spaces, and landowner communities across the county, serving as a trusted ambassador for the organization's mission and values.
- ☞ Support community engagement by contributing to efforts that connect urban residents, youth, and the broader public with local agriculture.
- ☞ Help advance SLT's diversity, equity, and inclusion goals by building relationships with and support for farmers and ranchers from all backgrounds, experiences, and cultures.

## People Management

- ☞ Supervise and support the Transactions Project Manager and GIS/Conservation Easement Monitoring Specialist, providing clear direction, regular feedback, and opportunities for professional growth.
- ☞ Foster a collaborative, mission-driven team culture that reflects Solano Land Trust's values of integrity, inclusion, and long-term thinking.
- ☞ Coordinate with staff across conservation, stewardship, communications, and development to integrate transaction work into broader programmatic goals.





# Desired Experience and Competencies

photo credit: T. Ellison

## Land Transactions and Portfolio Management

- 🌿 Expertise in all phases of land acquisitions, whether for conservation, or commercial or residential real estate, including easement and fee-title transactions, due diligence, drafting, negotiation, and closing. Experience leading complex multi-funder deals, structuring easement terms to meet landowner goals and funder requirements, and coordinating with legal counsel is desired.
- 🌿 Strong portfolio management skills and ability to maintain a clear view across active and prospective transactions with varying timelines and priorities.
- 🌿 Experience developing and overseeing program budgets, securing grant funding for land conservation projects, and managing active grants through reporting and closeout across multiple funding streams.
- 🌿 Working knowledge of Land Trust Alliance Standards and Practices, accreditation requirements, and IRS regulations governing donated conservation easements.

## Program Leadership

- 🌿 Experience contributing to strategic planning, conservation strategy, program development, or program management in a land trust or related conservation nonprofit.
- 🌿 Ability to translate broad organizational goals into concrete program initiatives and advance them collaboratively with staff, partners, and advisory committees.
- 🌿 Familiarity with the goals and tools of agricultural land conservation, including conservation easements, soil health practices, climate resilience strategies, and farmland access programs.
- 🌿 Understanding of California and federal agricultural conservation programs and funding sources and how they intersect with land trust work.
- 🌿 Experience evaluating mitigation opportunities against conservation priorities and standards.

## People Management

- 🌿 Experience supervising and developing staff, including setting clear expectations, providing regular feedback, and supporting professional growth.
- 🌿 Experience contributing to a collaborative, mission-driven team culture and serving as a role model to colleagues.
- 🌿 Comfortable coordinating across departments and working collaboratively with colleagues in finance, communications, stewardship, and development.
- 🌿 A clear and proactive communicator who knows how and when to engage the appropriate parties, including senior leadership, the board, funders, and external partners.
- 🌿 Experience supporting boards or advisory committees, including preparing materials, facilitating meetings, and following through on assigned tasks.

## Relationship Building and Partnership Orientation

- 🌿 Demonstrated ability to build authentic, trust-based relationships with private landowners, particularly in agricultural and rural communities.
- 🌿 Experience working respectfully and effectively across cultural, generational, and socioeconomic experiences.
- 🌿 Track record of developing and sustaining partnerships with public agencies, peer organizations, or other external partners.
- 🌿 Patience, humility, and a genuine orientation toward long-term relationships.
- 🌿 Familiarity with farming or ranching that enables an authentic connection with the landowners Solano Land Trust serves is a bonus.



Photo credit: T. Ellison

## Compensation

This is a full-time, exempt, benefit-eligible position. The anticipated annual salary range for the Director level is \$91,800–\$108,000, and for the Program Manager level, \$81,000–\$97,200, inclusive of annual base pay and a bonus for outcomes that meet expectations. Additional bonuses are available for distinguished outcomes.

Solano Land Trust provides a portion of the employee's health, dental, and vision insurance, matches up to 3% of the employee's contribution toward their 403(b) retirement account, and offers eleven paid holidays and three weeks of vacation per year.

## Location

This position is based at the Solano Land Trust headquarters in Vacaville, California. While hybrid flexibility is considered, the role requires a consistent physical presence at the headquarters. The Transactions Program Manager must be available for occasional travel throughout Solano County to visit project sites and regionally to meet with partners or attend events, which may be held after hours.

## To Apply

Please visit [potrerogroup.com/solano-transactions](https://potrerogroup.com/solano-transactions) and select "Apply Here." Applications should include a resume and a cover letter describing your qualifications that match the position criteria and what you will bring to the role.

Interested candidates should apply by **July 13, 2026** for priority consideration.

## Start Date

Late Summer 2026



## Additional Information

More information on Solano Land Trust can be found at [solanolandtrust.org](https://solanolandtrust.org)

For additional information regarding this opportunity, please contact:

**Amy Jiang**

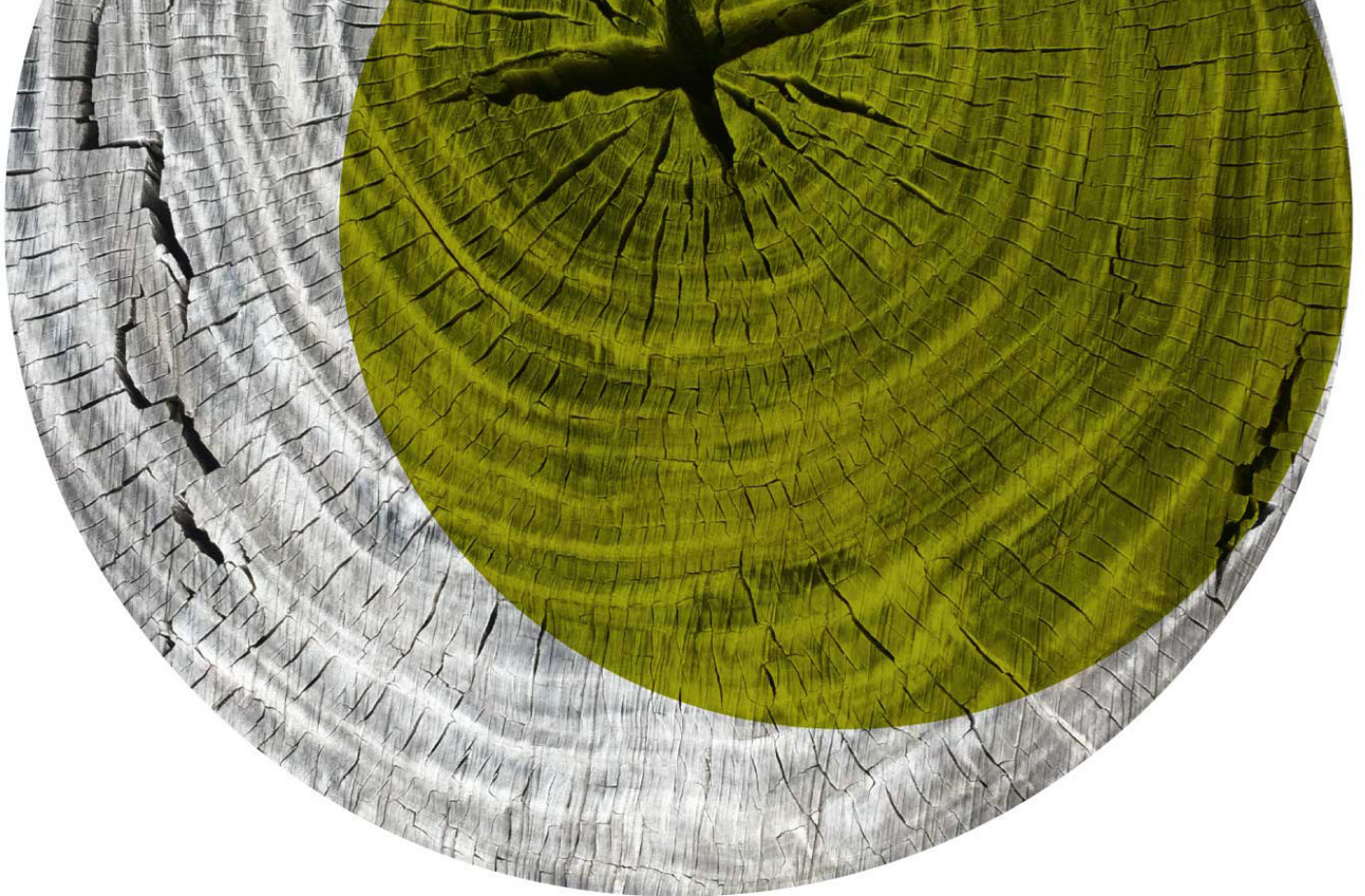
Consultant and Search Lead,  
at Potrero Group

at [ajiang@potrergroup.com](mailto:ajiang@potrergroup.com).



## Equity and Inclusion Statement

Solano Land Trust is an equal opportunity employer. Solano Land Trust is committed to providing equal employment opportunities to all employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, protected veteran status, or any other characteristic protected by applicable law.



Potrero Group is honored to coordinate this search on behalf of Solano Land Trust. We support innovative leaders and organizations making a difference in the world with strategic planning, facilitation, organizational development, and board and executive search services. We are committed to equitable and inclusive practices in all of our work.

To join our mailing list or for more information visit:

**[PotreroGroup.com](http://PotreroGroup.com)**