



## **Land Transaction Manager**

Nebraska Land Trust

Lincoln, NE or remote with residence in the Nebraska Panhandle

Full-time, with an annual salary range of \$55,000 to \$60,000 based on experience. Benefits include a \$5,000 annual healthcare stipend, SIMPLE IRA retirement plan, and generous PTO in addition to 13 paid holidays.

### **Who We Are**

The Nebraska Land Trust is a statewide, nonprofit conservation organization dedicated to protecting Nebraska's working lands, historic places, and natural landscapes. We partner with landowners to voluntarily conserve the state's rural character through conservation easements, ensuring these places remain productive, scenic, and valued for generations to come.

### **Position Summary**

The Nebraska Land Trust is seeking a detail-oriented, mission-driven Land Transaction Manager to lead the acquisition of conservation easements that protect our state's agricultural, historical, and natural resources. This is a high-impact role for a professional who enjoys the technical complexity of real estate transactions and the personal reward of building meaningful relationships with Nebraska landowners.

### **Key Responsibilities**

- Serve as the primary landowner lead during the transaction phase, clearly communicating process, timelines, and expectations.
- Manage conservation easement projects from start to finish, including property site visits, budgets, schedules, and task tracking to ensure efficient completion.
- Support the negotiation and drafting of conservation easements while independently managing day-to-day transaction decisions in consultation with leadership.
- Review title commitments and resolve encumbrances in coordination with title companies, legal counsel, and landowners.
- Manage closing and post-closing tasks, ensuring accurate execution and recordkeeping.
- Secure project funding by preparing grant applications and managing reporting duties, including the Farm Bill and the Department of Defense programs.
- Maintain organized, complete, and audit-ready transaction files and internal databases consistent with Land Trust Alliance standards.
- Provide documentation and reports for internal committees and the Board of Directors.
- Act as an ambassador for NLT's mission, promoting land conservation through professional interactions with partners, stakeholders, and the public.
- Support the broader NLT mission through assistance with annual easement monitoring, events, and other duties as assigned.

## **Qualifications**

- Minimum of 3 years of professional experience in real estate transactions, land conservation, natural resources, or related industries.
- Bachelor's degree in a relevant field or an equivalent combination of education and experience that demonstrates technical proficiency.
- Exceptional interpersonal skills rooted in diplomacy and respect; ability to engage effectively with rural landowners and translate complex legal concepts into clear terms.
- Technical proficiency in ArcGIS for map creation and MS Office; experience with database management is preferred.
- Possess or be willing to obtain FAA Part 107 certification for drone-assisted property assessments.
- Strategically minded and self-motivated with the ability to manage multiple projects simultaneously with high accuracy and attention to detail.
- High level of personal integrity and sound judgment, with a proven ability to maintain strict confidentiality and meet deadlines.
- Possess a deep respect for the values of rural Nebraska and a sincere commitment to private land conservation. Must demonstrate sensitivity to differing interests and a working knowledge of agricultural issues within a conservation context.
- Extensive travel across Nebraska's rural and rugged landscapes, including overnights; must possess a valid driver's license and have access to reliable transportation.
- Ability to perform property visits in uneven terrain and variable weather conditions.

## **How to Apply**

Please submit a resume and cover letter as a single PDF to Jacob Alishouse, Executive Director, at [jalishouse@nelandtrust.org](mailto:jalishouse@nelandtrust.org). Candidates should be prepared to provide professional references upon request.

This position is open until filled. For priority consideration, please submit your application before Monday, February 23, 2026.

*Nebraska Land Trust is an Equal Opportunity Employer.*