

Niagara Bruce Trail Club Volunteer Position Description: Landowner Relations Director

Maintains healthy working relationships with landowners, both public and private, and resolves concerns as they arise. It is helpful to have:

- Excellent public relations & negotiating skills
- Experience with conflict resolution
- Comfortable with map reading & experience with excel spreadsheets
- Excellent organizational skills

Essential tasks:

- Maintain a current, accurate register of all landowners, and ensure these agree with the BTC Head Office
- Foster good relations with landowners by distributing calendars and other information, with the help of a volunteer team
- Work with the Trail Development & Maintenance Director & Land Acquisition Committee Director on the following:
 - landowner permissions for trail location, reroutes, major construction projects, bridges, camps, etc
 - Investigation of all known complaints from landowners
 - Cooperate with the BTC to secure the Trail on the optimum route
- Represent the Club at the BTC Landowner Relations committee meetings & alternate attendee for Land Acquisition committee meetings
- Carry out recognition events for landowners:
 - Traditionally, organize and represent the club at the Annual Landowners Appreciation Potluck Dinner (held in November, inviting landowners via calendar distribution). To be reinvented to promote more landowner attendance & secure a new venue.

The LO Relations Director is also expected to:

- Read the Volunteer Orientation Booklet including the Volunteer Pledge and sign the BTC Confidentiality Agreement
- Attend monthly NBTC board meetings, the second Tuesday of every month at 2 pm, from September to June.