

ONTARIO LAND TRUST ALLIANCE  
**A Volunteer's Manual for Land Management**

**Table of Contents**

**Section A: Introduction**

**Section B: Volunteers**

- Recruiting Volunteers
- Setting up Your Teams
  - i) Orientation Manual/Guidelines
  - ii) Orientation/Initial Site Meeting
  - iii) Letters of Authorization
- Risk Management & Insurance
  - i) Liability Insurance
  - ii) Easements or Covenants
  - iii) Land Use Insurance and Risk Management
  - iv) Volunteer Insurance
- The Training Session
- What is in it for the Volunteers?
  - i) Annual Recognition and Reporting
- Do I hire a professional?

**Section C: Getting on the Land**

**What to look for when you are monitoring a property and the tools to use**

- What to Take With You
- Monitoring Forms
- The Property Binder
- Storage of Records

**Section D: Preparing a Management/Stewardship Plan**

- Management Planning Process
- Management Strategy

**Section E: Managing Conservation Easements**

- Preparing a Baseline Report
- Monitoring Conservation Easements
- Violations
- Permission to Undertake Certain Activities

**Summary**

**Appendices**

**References**