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| Job Title | Forester |
| Job Code | 5223 |
| Exempt Status | Exempt |
| Position Status | |
| EEO Classification | |

Job Summary

The Forester position, under direction, provides administrative assistance to the assigned district to promote and execute the various agency programs within the district. Provides local leadership in the areas of emergency management, forest pest management, landowner assistance, and related programs. Normally training position for District Forester career ladder.

Essential Duties and Responsibilities

- Provides landowners information as directed to make informed decisions regarding forest land management.
- Oversees public affairs programs, including Conservation Education activities and participation in local economic development organizations.
- May supervise assigned staff and manage local service programs.
- Attends board and membership meetings, assisting with meeting programs and development of association newsletters.
- Administers and supports local protection and emergency response programs as directed.

This document represents the major duties, responsibilities, and authorities of this job, and is not intended to be a complete list of all tasks and functions. Other duties may be assigned.

Additional Responsibilities

Minimum Requirements

Education – Bachelor of Science in Forestry degree (BSF) or equivalent combination of education and experience.

Experience – None

Knowledge of – Working knowledge of Microsoft Office products and good oral and written communication skills

Ability to – Ability to multitask and work cooperatively with others. Ability to utilize geographic information system/global positioning system (GIS/GPS) programs. Strong verbal and written communication skills.

Licensing / Professional Certification – Commercial driver's license (CDL) - Class A. SAF Certified Forester. National Wildfire Coordinating Group (NWCG) certification.

Physical Requirements – Ability to exert heavy force. Ability to lift heavy objects. Ability to walk two miles in 30 minutes or less while carrying a 25 pound backpack.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Supervision of Others

This position may supervise employees.

Other Requirements

- Requires periods of long travel in a motor vehicle and extended night and weekend work in conjunction with volunteer organizations.
- Working long hours in harsh environmental conditions, such as smoke, wind, rain, and extreme temperatures.

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| Approved by: | |
| Date approved: | |
| Reviewed: | |