

Genesee Conservation District

Position Posting: **Forestry Department Co-Manager**



General Summary

Co-manages the District's Forestry Department to assess the condition of the community forest and individual trees, implements tree planting and maintenance programs, and promotes public awareness of proper tree care practices. Requires specialized knowledge of trees, the urban forest, arboriculture, tree diseases and defects, and forest health management principles. The ideal candidate has used forestry best practices to create and implement plans, policies, and protocols; has demonstrated experience effectively advocating for forestry efforts with the public and government agencies; has demonstrated experience managing employees in the tree care industry. This position will take direction from and report to the Executive Director; collaborates and works closely with counterpart, while working cooperatively with all staff. This position is integral to the successful launch and the duration of Genesee Conservation District's USDA Forest Service 5-year Urban & Community Forestry IRA grant. This is a full-time, grant-funded position.

Position Summary: Builds, leads, coordinates, and co-manages the activities of the Forestry Department to improve the environmental health of the urban forest.

ESSENTIAL RESPONSIBILITIES AND DUTIES of the Forestry Department

These are illustrations of the various types of work performed. The omission of specific duties does not exclude them if the work is similar, related, or a logical assignment to the position.

- Cooperatively plans, manages, and implements urban forestry and arboricultural operations within the Genesee Conservation District's jurisdiction
- Manages employees engaged in the deliverables of the GCDs 5-year USDA Forest Service IRA grant on public land in the Cities of Flint and Mt. Morris
- Researches, prepares, and implements planting specifications for tree plantings on public property
- Inspects trees and related plants for quality, condition, defects, pests, and other risks and determines best protective and corrective action; conducts post-work inspections to ensure proper maintenance
- Conducts or arranges for public training sessions involving arboricultural techniques such as pruning and removals, insect and disease control, planting and cultural activities
- Coordinates with City departments and County/State/Federal agencies as needed; Assists with the coordination of joint projects in cooperation with outside organizations/agencies
- Maintains the City of Flint's Tree City USA status; works with other municipalities in Genesee County to attain this recognition
- Utilizes Microsoft Office, Tree Tracker, and mapping software to create maps and maintain databases to track forest management activities
- Exercises proper judgment when dealing with situations that require immediate action
- Oversees contract management and ensures grant deliverables are met
- Provides technical assistance to residents, District and municipality staff, and outside agencies on matters concerning the City's urban forestry issues

- Develops operations for the tree planting, young tree training, tree pruning, and tree removal projects
- Conducts research and participates in professional development to stay current on urban forestry and related subjects including heat island effects, canopy cover, carbon sequestration, street tree/sidewalk conflict, and other pertinent forestry issues
- Identifies needed areas of change and makes recommendations to improve operations
- Maintains records, prepares reports, and makes presentations as requested
- Organizes work, establishes priorities, meets established guidelines, and follow up on assignments with minimal direction
- This position may be required to work weekends, nights, holidays, standby/on-call, emergency on-call, and/or weather-related emergency on-call
- Performs related tasks as required
- Contributes to team effort by performing other duties as assigned

EDUCATION, EXPERIENCE, and SKILLS

Minimum Requirements:

- Bachelor's degree in forestry, Urban Forestry, Arboriculture or related field and five years of full-time experience in urban forestry or forestry management; OR, an equivalent combination of education, training, and experience. A Master's degree in one of the above academic disciplines is preferred. Current ISA Certified Arborist certification.
- Three years' experience supervising, training, and developing employees in a forestry-related capacity using saws, bucket trucks, woodchippers, and other related equipment AND experience in forestry sales, administration, or other related business operations
- Requires tactful and diplomatic frequent contact with the public
- Sufficient technical training to conduct inspections of the City's urban forest, to identify diseased trees, and create treatment plan of diseased trees
- Working knowledge of local trees and common tree diseases, hazard tree identification, arboricultural best management practices and forest health management principles
- Capable of taking initiative, assuming responsibility, and handling confidential information with discretion
- Understanding of chemical and biological measures used in tree insect/disease control work
- Understanding of standard practices, equipment and tools used in tree maintenance work
- Knowledge of State safety codes relevant to rules and regulations empowered by the Occupational Safety and Health Act and the Environmental Protection Agency
- A valid Michigan driver's license and reliable transportation is required

COMPENSATION

The position is a full-time grant-funded position paid at a starting rate of up to \$31 per hour based on qualifications. Continuation is contingent upon future funding. Benefits include a small wellness benefit stipend, access to employee paid group medical, dental, optical, and ancillary benefits, paid federal holidays, and paid time off according to District policies. A valid Michigan

driver's license and reliable transportation is required. Mileage is reimbursable at the current IRS rate. The incumbent must submit to and pass a background check.

APPLICATION INSTRUCTIONS

Submit a cover letter stating your suitability for the position based on knowledge and skills, along with a resume, unofficial transcripts, and professional references to Angela Warren by email at geneseecd@yahoo.com. This position will remain posted until filled.

The Genesee Conservation District is an equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Genesee Conservation District is a local unit of government established in 1946. We provide education, technical assistance, and implement conservation practices that protect the environment and enhance natural resources in our community.