



CLASSIFICATION NO. 199
Established: 6/83
Revised: 3/89, 1/93, 3/98
Revised and Re-titled: 4/14
FLSA: Exempt
EEO: 3

COUNTY FORESTER

CLASS CHARACTERISTICS

Under direction, to plan, organize and administer a forest management program for county-owned forests, including timber sales, stand management, land exchange and reforestation; to supervise seasonal and contract employees; performs coordination and supervision function for capital construction projects; to develop project definition and scope of forest program projects; and to do other work as required.

DISTINGUISHING CHARACTERISTICS

The Parks and Forest Division within the Business and Community Services Department is responsible for managing county forests, parks and other resource and recreation properties that has been deeded or vested to County Parks and Forest. This division provides diverse natural resource programs and services, including management of forest lands, parks, a golf course and a marina.

The County Forester is responsible for developing and administering the County's forest plans and programs to balance sustained yield, protection of natural resources, generation of revenue and to supervise major Parks and Forest Division road construction and maintenance projects. The incumbent reports to the Parks and Forest Manager and receives forest policy, plan and program guidance from the Parks and Forest Manager, County's Forest Advisory Board and Timber Sale Advisory Committee.

TYPICAL TASKS

Duties may include but are not limited to the following:

1. Develops, recommends and implements forest management plans; complies with accepted forest management techniques; consults with advisory boards to establish goals and to update annual plans.
2. Develops, implements and administers forest management programs, including timber sales, timber stand inventory, reforestation, hardwood conversion, forest protection and stream improvement; generates sustainable revenue and production of forests; maintains compliance with Oregon Forest Practice Rules and other applicable regulations.
3. Oversees the design, development and management of County forest road systems; reviews and determines adequate access and fire protection at minimum cost and disturbance to the forest ecosystem.

4. Prepares, negotiates and administers forest improvement and timber harvest contracts; prepares plans and specifications; inspects and reviews ongoing and completed work for compliance with contract specifications; assists with long range planning for capital improvements and operations.
5. Prepares forest program budget requirements; monitors revenues and expenditures with the adopted budget oversees and supervises seasonal employees, contract surveyors, and road construction, logging and other forest related contractors.
6. Promotes and explains county forest resources and programs to the Board of County Commissioners, public advisory boards and interested citizens; responds to inquiries and complaints.
7. Identifies forest road construction, road maintenance and capital improvement projects within the forest; coordinates the bid and contracting process for materials and services; develops and prepares bid specifications for Requests for Proposals and Qualification; analyzes bids and makes recommendations to Parks and Forest Manager for contract awards.
8. Monitors and updates forest inventory for evaluation and planning of timber projects and activities; develops definition and scope of construction projects; oversees and coordinates construction activities; monitors compliance with construction drawings, schedules, and budgeted costs.

REQUIRED KNOWLEDGE AND SKILLS

Working knowledge of: Silviculture and its application to forest management programs; administration and operations of timber programs including timber sales, stand management, land exchange, and road building; principles and practices of personnel management, program planning and analysis, and budget/financial administration; principles and techniques of project management; principles and techniques of contract and budget administration; state and local government operating methods and procedures; techniques of negotiation and public relations.

Skill to: Develop, evaluate and implement goals, policies, procedures and programs; plan, assign, organize, evaluate and direct the work of temporary and seasonal employees, contract surveyors, and logging and other contractors; establish and maintain effective working relationships with contract and temporary personnel, County staff and the public; prepare and maintain reports, financial and other documents; communicate effectively, both orally and in writing; prepare, negotiate and administer contracts and agreements; interpret and apply laws, rules and regulations; ensure completion of assigned project within established budget, time and legal guidelines.

WORKING CONDITIONS

Duties require frequent to continuous standing, walking, squatting, kneeling, bending, twisting, digging, balancing, climbing, forward/overhead reaching, grasping, fine motor control, and the ability to lift 75 pounds, carry up to 60 pounds, and push/pull 80 pounds. Duties also involve exposure to confined spaces, loud noises, vibration, slippery and/or uneven surfaces including steep terrain, exhaust fumes and dust, chemicals, and adverse weather conditions including extreme temperatures.

MINIMUM QUALIFICATIONS

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

Experience: A minimum of five (5) years of related experience that would provide the required knowledge and skills to perform the responsibilities of this position.

Licenses/Certifications: None Required.

PRE-EMPLOYMENT REQUIREMENTS

Must successfully pass a criminal history check which may include national or state fingerprint records check.

Must pass a pre-employment drug test (DOT Regulations for CDL).

Employment is contingent upon passing a post-offer physical assessment. Accommodation requests will be reviewed on an individual basis in compliance with State and Federal legislation.

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.

POST-EMPLOYMENT REQUIREMENTS

Ability to obtain a valid Class B Commercial Driver's License (CDL) within six (6) months of hire.

Ability to obtain a State of Oregon Pesticide Applicator license within six (6) months of hire.

Edited: 10/17