

## **Skagit Conservation District**

2021 East College Way, Suite 203, Mount Vernon, WA 98273-2373

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**Job Description: Forester**

**Salary: Dependent on Experience**

**Position is open until filled.**

### **Qualifications:**

This position requires a solid background in natural resources management and a technical degree in a compatible field of study from an accredited institution in forestry, natural resource management, environmental science, or a closely related field with an emphasis on forestry. Also required is demonstrated experience and understanding of Washington State forest practices act, urban and rural forestry practices, interpreting county codes, working with the public on natural resources or forestry issues and addressing resource management problems. Natural Resources Conservation Service (NRCS) Certification in basic RMS planning and understanding of the American tree farm system of certification is a plus.

### **To apply for this position:**

Applicants must provide a cover letter, a completed application form found here, [www.skagitcd.org/employment](http://www.skagitcd.org/employment), or by calling the SCD office, a resume, and three professional references. Applications must be received as hard copy or email [skagitcd@skagitcd.org](mailto:skagitcd@skagitcd.org) to the Skagit Conservation District (SCD) office. Applicants may be subject to a background check.

For more information contact Bill Blake at 360-428-4313. [bill@skagitcd.org](mailto:bill@skagitcd.org)

### **Introduction:**

The position of Forester is to assist cooperators within the Skagit Conservation District in planning and applying resource conservation practices associated with forestry and native vegetation. Funding for this position is subject to availability of state and local government grants and contracts and collection of rates and charges. The person hired for this position is directly responsible to the Executive Director and works under the technical supervision as identified by the Executive Director.

## Duties

### Administrations / Management

- Submit monthly fiscal forms, records and vouchers
- Prepare a Technical Assistance Plan
- Prepare an Information and Education plan
- Establish forest landowner projects emphasizing forest health.
- Consult with County, City and State officials on requirements for designated forest land, timber open space tax classifications, conversion harvest option plans and critical areas ordinances.
- Provide other agencies (local/state/federal) information on this program.

### Project Management and Coordination

- Assure that forest management plans are meeting the USDA – NRCS requirements.
- Oversee implementation of plan development, conservation plan implementation, cost-share funds, stream corridor /riparian zone management, and all elements of a Forest Resource Management Plan as required by NRCS, Washington State Forest Practices Act, and other funding sources.
- Provide on the ground technical assistance to forest landowners.
- Provide reference materials available to forest landowners.
- Attend presentations of forest practices in rural and growth management.
- Complete data base of non-industrial forest landowners in the Skagit District.
- Advise landowners on cost/share programs as an incentive to implementation Best Management Practices (BMP's)

### Information and Education Activities

- Develop and information and education plan.
- Develop a brochure(s) on the program.
- Prepare a display that can be used on fairs, festivals, and outreach events to connect landowners with the program.
- Participate in education and outreach events to market the program and signups for site visits.
- Coordinate with WSU and DNR in forestry short courses and workshops to increase opportunities to build relationship with forest landowners.

### Technical Assistance program plan

- Technical Assistance/ Conservation Plans/ Implementation/Information/Education
- Provide non-industrial private woodland owners with technical information, answer questions, data collection, discuss management objectives.
- Develop Conservation/Stewardship plans which meet or exceed State and Federal Standards and recommend Best Management Practices. Goals: 1 plan per month
- Assist non-industrial private woodland owners in implementation of Conservation Plans and BMPs. Provide on the ground consultation and technical assistance to implement woodland practices as outlined in conservation plans.
- Provide information and education programs to implement Woodland Best Management Practices to improve forest health and protect water quality.
- Assist in access to and implementation of cost share programs and grant writing.
- Coordinate with the individual County and City on Land Use Code and Critical Areas regulation relationship to plan recommendations.
- Field trips for non-industrial private forest landowner to visit model and demonstration practices sites.
- Help meet Tree City and American Tree Farm Certification Specifications.
- Other duties as assigned

#### Information and Education Plan

- Public Presentations
- Workshops/Field Trips
- Articles in Newsletters, newspapers and on social media
- Woodland brochure and fact sheet

#### **Minimum Desired Skills, Knowledge, and Abilities:**

This position requires a solid background in forestry planning, forestry practices, riparian corridor management, parks and natural resource management. It is also strongly desired that applicants have at least one year of experience writing forestry plans that meet NRCS standards and specifications, and a Technical degree in a compatible field of study. An arborist certification is also highly desirable. Candidates with both urban and rural forestry management experience will be considered for the position.

This position requires the following skills:

A. A minimum of 5-years experience in a broad range of soil and water conservation

principles, techniques, methods and practices to apply and install forestry applications that address natural resource concerns while meeting the desired goals of the cooperator.

- B. Knowledge of a broad range of forestry issues including disease, wildfire resiliency, fuels reduction, buffer management, carbon sequestration, climate change adaptation, market potential and others.
- C. Knowledge and skill in surveying and the identification of soils using the Unified Classification System.
- D. Knowledge of agronomic principles related forestry management.
- E. Knowledge of ecosystem processes that may impact a landowner and ability to include the appropriate management practices in a forestry plan.
- F. Knowledge of engineering policies and standards of the agency to investigate, plan, and design structures that are compatible with the NRCS Technical Guide.
- G. Ability to motivate individuals to adopt and implement resource management practices on their properties. This may include presenting to public groups, students, organizations, or clubs.
- H. Knowledge of NRCS conservation planning principles with individuals and groups to give direction on developing soil, water, and resource conservation plans involving complex soil patterns, slope aspect and other limiting conditions.
- I. Knowledge and skills in computer use, database creation and maintenance, drafting, scheduling, GIS, PowerPoint, and other uses as needed.
- J. Ability to safely operate a motor vehicle and possess a valid driver's license.
- K. Ability to work in the field on various terrain and under various conditions including urban, rural and wilderness settings.
- L. Ability to work alone or closely with others in a public office environment.

M. Ability to organize and plan own schedule of activities related to work goals set by the Executive Director.

N. Ability to maintain accurate records regarding time-keeping and authorized expenses.

**Training and Evaluation:**

Performance standards will be developed as needed to assist in evaluating work abilities and work products.

The person in this position will be evaluated in accordance with the State Conservation Commission Guidelines. These guidelines include a six month assessment period and thereafter, at a minimum, evaluations annually.

Performance evaluations are designed to aid communications between supervisors and employees, clarify duties and responsibilities. They are intended to assist in the personal development of employees and to strengthen their performance through the development of an employee-training plan. Evaluations will be used to substantiate recommendations for promotions, salary increases, and dismissals.

Training needs will be developed as a result of performance evaluations described above.

**Skagit Conservation District**

**Attention: Bill Blake**

**2021 E. College Way, Suite 203**

**Mount Vernon, WA 98273-2373**

**Contact:**

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