

FAP Forester - Position Description

The Clare Conservation District (CD) is seeking a Forestry Assistance Program Forester. Position requires a minimum of a B.S. in Forestry. This is a granted position renewed annually and the wage will be commensurate with candidate's experience and education. Application deadline is September 5, 2012.

This position description is for the Clare and Gladwin Conservation Districts. The purpose of the program is to provide landowners with technical information regarding forestry, wildlife habitat, and related natural resource concerns so that they may make informed decisions about the use and management of their forestlands.

The Clare Conservation District will be the employer of record for this position and will handle payroll and accompanying paperwork. Day to day administrative supervision will be provided by the Clare CD Administrator, and all duties will be under the direction of the Clare CD and the FAP advisory committee. Primary office space for the Forestry position is located at 225 W. Main Street, Harrison, MI 48625. The forester's time is allocated between the Clare and Gladwin Conservation Districts, but office duties may be carried out at this "primary" office with office time available in Gladwin as well. The forestry position is primarily a field position.

The basic requirements for this position are:

- Bachelor of Science degree in forestry from an accredited college or university
- Good communication skills (writing, public speaking, working with individuals of all ages)
- Computer fluency
- Ability to read various types of maps (aerial, topography, soils) and navigate through properties, accordingly
- Ability to assist CD and Natural Resources Conservation Service(NRCS) staff to achieve deliverables as well as short- and long-term goals for the Conservation Districts and NRCS

Activities:

- Serves as initial point of contact for non-industrial private forest landowners, local governments, etc. for forest management, wildlife habitat, other natural resource issues or concerns.
- Fulfill grant agreement requirements and deliverables.
- Provides on-site land examination and resource evaluation.
- Provides options regarding forest management.
- Provides options regarding wildlife habitat management.
- Prepares written follow-ups that may include appropriate handouts/materials, after visiting with landowners on-site or in the office, as appropriate.
- Provides advice on tree planting/reforestation for timber production, windbreaks, wildlife habitat.
- Provides diagnosis and advice on the control of insects, disease, and wildlife pests for individual trees and woodlands.

- Provides information and makes referrals regarding programs, agencies, organizations, and private sector interests that furnish technical and/or financial assistance for natural resource management activities.
- Maintains a good working relationship with other forestry assistance providers, both public and private.
- Provides technical input regarding species selection for the Conservation Districts' annual tree, shrub, plant sales. (Native species that are useful for reforestation, wildlife habitat, soil erosion control, etc.)
- Provides advice on the control of sedimentation resulting from forest management activities.
- Conducts demonstration and workshops.
- Prepares correspondence, reports, news articles, newsletter.
- Assists with preparation of the program documentation, including, but not limited to: annual grant application, Natural Resource Plan of Work, etc.
- Prepares regular, written reports to Conservation District boards (monthly).
- Pursues certification with Society of American Foresters (SAF)

A performance evaluation will be conducted annually. Continuing education needs and opportunities will be considered at that time, and as applicable.

To apply, send an application packet to the Clare Conservation District, Attn: Kristina Noble, PO Box 356, Harrison, MI 48625, by email to Kristina.noble@live.com or by fax at 989-539-2182. The packet should arrive by 4:30 p.m. on Wednesday, September 5. Your application packet should include:

- Your resume detailing your work history and areas of expertise
- Three references who can attest to your ability to work with forest landowners.

Candidates for interviews will be notified by Monday, September 10, 2012 of date and time of interview.

If candidates would like to bring to the interview, either a copy of a forest management plan that they have written or a brief PowerPoint presentation targeted to landowners on forest management, or other examples of work performed, it would be very beneficial.

Anticipated start date for this position is October 1, 2012.

**** THERE WILL BE NON-COMPETE CLAUSE IN THE WORKING AGREEMENT FOR THIS POSITION – NO OTHER PAID FORESTRY WORK MAY BE DONE BY THE OUTREACH FORESTER ****