



**DOUGLAS COUNTY (WI)**  
1316 N. 14th Street, Suite 301  
Superior, WI 54880  
<http://douglascountywi.org>

## **Forester - Forestry Department**

*An Equal Opportunity Employer*

*Online applications can be submitted until 11:59 pm on the closing date.*

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**SALARY:** \$23.62 - \$26.99 Hourly  
\$49,129.60 - \$56,139.20 Annually

**OPENING DATE:** 02/22/19

**CLOSING DATE:** 03/17/19 11:59 PM

### **DESCRIPTION:**

Are you interested in starting or furthering your career in forestry and the outdoors? Here's a great opportunity to join the team of dedicated professionals managing the largest and one of the most diverse County Forests in the State of Wisconsin. The Douglas County Forestry Department is currently seeking a full-time Forester position with a strong forest management background and an enthusiastic, positive attitude to join its team of dedicated professionals. This is a great opportunity to work within all aspects of a very active and dynamic, large-scale commercial forest management program promoting high production of timber, wildlife, and outdoor recreation throughout 280,000 acres of public forest land in Wisconsin's great northwoods.

Position provides a wide variety of services including establishing, administering, and evaluating timber sales, developing forest management plans, planning reforestation and other forest improvement program needs, collecting and analyzing stand-level inventory data, monitoring forest health, planning and managing access management, providing customer service, and assisting with forest recreation and wildlife habitat planning and development. Position is primarily field based and works as part of a team and cooperatively with other department programs and partnering agencies.

Full Time, salary is based upon: 40 hours per week/2080 hours per year  
Salary dependent upon job-related education and experience.

### **ESSENTIAL DUTIES:**

1. Establish timber sales; including reconnaissance, prescription development, sale layout, road design, cruise design, timber marking, timber sale write up, and reforestation planning.
2. Administer timber sale contracts with logging contractors; including compliance checks, monitoring records and payment activities, communicating performance expectations, and identifying corrective actions.
3. Ensure compliance with SFI and FSC forest certification program standards.
4. Conduct forest compartment and stand level forest inventory.

5. Plan forest regeneration and forest improvement activities and assist with contract administration.
6. Monitor forest health.
7. Assist with the development of land, forest, and resource management plans, including the development of standards and guidelines.
8. Evaluate forest management program effectiveness and efficiency and make recommendations.
9. Develop and maintain accurate forest records and reports.
10. Assist in forest recreation and wildlife habitat planning and development.
11. Manage motorized recreational access and assign road and trail use designations.
12. Assist in evaluating, planning, and negotiating access permits and other forest use permits for County lands.
13. Enforce County ordinances, policies, and regulations. Make reports to the Forest, Parks, and Recreation Committee.
14. Provide customer service to the public regarding Department programs and functions, forest management activities, land-use policies, and recreational offerings.
15. Prepare materials and present at conferences, meetings, school/local functions. Partner and coordinate with State, Federal, and other agencies to achieve maximum program objectives.
16. Assist in the standard maintenance of Department facilities, vehicles, and equipment.
17. Assist with wildfire suppression and prescribe burning programs.

The ideal candidate will have effective communication skills, excellent customer service skills, positive enthusiastic attitude, passion for forestry, and strong relationship building skills with colleagues, partners, contractors, and the general public. We are looking for a highly motivated team player with a drive for success and a desire to make a lasting contribution to the Douglas County Forest.

**MINIMUM QUALIFICATIONS:**

Bachelor of Science Degree in Forestry from an accredited University or College of Forestry or related natural resource management field and one year of related experience and/or training in forestry or forest management preferred; or any combination of education and experience that provides equivalent knowledge, skills and abilities required to successfully perform essential duties and responsibilities. Preference will be given to applicants who meet the educational requirement and have additional professional forestry field experience.

**SUPPLEMENTAL INFORMATION:**

**KNOWLEDGE REQUIRED:**

- Working knowledge of professional forest and land management principles, practices, and concepts.
- Knowledge of applicable laws, ordinances, regulations, and guidelines regarding forest management.

- Knowledge of third party forest certification systems and related certification program standards.
- Working knowledge of silviculture, dendrology, mensuration, tree physiology, forest entomology, forest pathology, reforestation methods, timber stand improvement, sustainable forest management principles and techniques, product utilization standards, and timber harvest systems, with emphasis on northern forest types.
- Working knowledge of the interrelationships of physical and biological factors and subsequent influences on the type and timing of silvicultural treatments.
- Knowledge of multiple-use management and the recreational uses of forests.
- Working knowledge of global positioning systems equipment (GPS) and geographic information systems (GIS) software (ESRI products).
- Working knowledge of word processing, spreadsheet, database, email, and presentation software (Microsoft Products).
- Working knowledge of methods for land surveying principles and techniques.
- Working knowledge of forest transportation infrastructure planning and forest road design layout.
- Knowledge of forest fire suppression methods and techniques including prevention, detection, and suppression.

### **SKILLS REQUIRED:**

- Ability to apply knowledge of forestry to forest management activities and techniques.
- Ability to coordinate multiple responsibilities and priorities.
- Ability to oversee contracted forest and/or land management activities.
- Ability to train others in forest management methods and/or Department processes and procedures.
- Ability to organize and maintain detailed records, and prepare reports and correspondence.
- Ability to interpret aerial photography/imagery, analyze GIS data and produce maps.
- Ability to organize and coordinate team based work assignments.
- Ability to set work load priorities and delegate tasks to others.
- Ability to adapt to change, problem-solve, and analytically think.
- Ability to communicate effectively with others orally and in writing.
- Ability to interact with diverse public groups, State, Federal and local governmental agencies and a diverse work force in an effective, collaborative manner.
- Ability to express a positive attitude and exercise good judgment, integrity and tact when dealing with the public, co-workers, or partnering agencies.
- Ability to maintain favorable public relations.
- Ability to establish and maintain effective working relationships with co workers, supervisors, outside agencies and the general public.
- Ability to operate modern office equipment including personal computers, digital cameras, printers, copiers and telephone systems with minimal guidance.
- Ability to safely operate motorized vehicles and other related forestry power equipment (4x4 trucks, ATV's, snowmobiles, and other devices).
- Ability to work outdoors in all types of weather and conditions; work independently and as part of a group.

### **Environmental working conditions:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this position. This is primarily a field-based position with additional work required within an office setting. The typical field-based setting requires frequent exposure to extreme and inclement weather conditions and often uneven, difficult terrain. Seasonal winter conditions often include ice, snow, and extreme cold. Seasonal summer conditions often include extreme heat, humidity, and exposure to biting and disease carrying insects.

### **PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to perform rigorous physical exertion for extended periods of time including, but not limited to, walking, lifting, bending, pushing, pulling, sitting, standing; and reaching, grasping, talking, hearing, and seeing. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift up to 100 pounds and apply up to 500 pounds of force to push, pull or otherwise move objects. Specific physical abilities required by this job include using both hands for frequent fingering and grasping; vision abilities include close vision and the ability to adjust focus. The employee is frequently required to walk, stand, talk, hear, see, and perform repetitive motions.

The employee will spend long hours in the field walking through natural terrain while exposed to tree marking paint. At times, the incumbent must spend long hours sitting and using office equipment and computers. The employee must also have the physical ability, in all types of weather conditions, to operate four-wheel drive vehicles, all-terrain vehicles, and snowmobiles. At times, the employee will be exposed to moderate to loud noise created by heavy equipment and trucks.

**TESTING REQUIREMENTS:** Must possess a valid driver's license. Structured interview and background investigation required. Must pass a pre-employment physical examination.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://douglascountywi.org>

Job #FOR022019  
FORESTER - FORESTRY DEPARTMENT  
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OUR OFFICE IS LOCATED AT:  
1316 N. 14th Street, Suite 301  
Superior, WI 54880  
715-395-1429

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## Forester - Forestry Department Supplemental Questionnaire

1. ANSWERING QUESTIONS 2-6: Providing responses to the following 8 questions is required for your application to be considered complete.

\* 2. Do you possess a valid driver's license?

Yes  No

\* 3. Do you possess a Bachelor's degree in Forestry or related natural resource management field from an accredited University or College of Forestry?

Yes  No

\* 4. Please indicate major field of study. Include any other degrees held, type(s) and major field(s) of study.

\* 5. Do you have one year of experience and/or training in forestry or forest management?

Yes  No

- \* 6. How many years of professional forestry field experience do you have?
  - None
  - 1 to 2
  - 3 to 5
  - 5 to 10
  - More than 10
- 7. ANSWERING QUESTIONS 8–10: The following three questions will help you describe your experience and/or education/training in forestry and forest management. Responses to each question are limited. The use of short, bulleted lists in your responses is highly encouraged. In your response, please include all of the following information: • Your specific role in each of the areas listed. • Nature of your experience (e.g. student enrolled in an academic training course or camp; internship; temporary seasonal employment; volunteer opportunity; or professional position). • Geographical region where the work was performed (e.g., Great Lakes Region, Plains States, Rocky Mountain States, Northeastern States, etc.). • Information technology or software utilized to perform your work (e.g., GPS, GIS programs, aerial imagery, spreadsheets, etc.). \*\*NOTE that you do not need experience in any of these areas to be qualified or considered for this position.
- \* 8. Please briefly describe your field experience or education/training with standard forestry procedures (if no field experience exists, write "None"), including: 1. Tree and site identification. 2. Forest inventory/reconnaissance data collection. 3. Forest health assessment. 4. Regeneration assessment and planning reforestation activities. 5. Advising citizens, landowners, and others on forest management related issues.
- \* 9. Please briefly describe your field experience or education/training with timber sale establishment (if no field experience exists, write "None"), including: 1. Preparing and writing forest management/harvest plans. 2. Developing silvicultural prescriptions for forest stands. 3. Boundary line establishment, tree marking, and harvest unit layout. 4. Transportation planning and access road design. 5. Estimating and appraising stumpage products and volumes. 6. Developing timber sale contract. 7. Reforestation planning, including site preparation.
- \* 10. Please briefly describe your field experience or education/training with timber sale contract administration (if no field experience exists, write "None"), including: 1. Site inspections. 2. Compliance checks. 3. Issuing corrective actions. 4. Record keeping. 5. Scaling products. 6. Monitoring payment activities. 7. Requirement tracking.

\* Required Question