

8561

REGIONAL FORESTER

NATURE OF WORK:

Under administrative direction, performs professional work at the managerial level for a forestry designated region. Manages and coordinates all forestry activities in a specific region of the state and as may be outlined in the state code. Exercises latitude for independent judgment in execution of duties within jurisdiction. Coordinates the activities and programs of the region, resolves problems and seeks agreements with interested parties. Duties include direction and supervision of professional, technical and clerical staff. Performs related work as required.

DISTINGUISHING CHARACTERISTICS: Directs the operations of a designated forestry region. Work requires knowledge of specific scientific or technical theory and principles of forestry management. Exercises latitude in determining work procedures and priorities and advises and makes recommendations regarding program policies, rules, regulations and procedures.

ESSENTIAL JOB FUNCTIONS: (Any specific position in this class may not include all of the duties listed, nor do the examples listed cover all of the duties which may be assigned.)

Perform administrative duties to support operation of the region; direct, plans, and coordinates all agency forestry operations. Forestry operations include; but are not limited to: fire protection, logger regulations, landowner assistance, forest utilization and marketing and conservation education.

Oversees and evaluates the operations in the region to assure conformity with federal and state laws and regulations. Interacts, advises and consults with federal, state and local officials relative to forestry issues within the region.

Develops and implements region forest fire prevention and suppression plans.

Assumes responsibility for fiscal management of the regional operations including budget preparation and oversight, preparation of requisitions and supervision of purchasing and other expenditures.

Establishes goals and objectives and coordinates all forestry programs within the region.

Monitors and performs public relations and information activities to ensure public awareness of fire safety and other forestry programs.

Oversees personnel activities for the region including recruitment, staffing, training, employee development and discipline.

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REGIONAL FORESTER - Cont'd.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of forestry laws and regulations.

Knowledge of division laws and regulations.

Knowledge of budgeting, purchasing and contract proposals.

Skill in oral and written communications.

Ability to supervise employees by assigning and reviewing work.

Ability to exercise good judgement in appraising situations, in making decisions and interpreting regulations.

Ability to make recommendations to experts within the division and to other agencies.

Ability to make recommendations for all forestry documents processed.

MINIMUM QUALIFICATIONS:

Training: : Associate degree in a Forest Technology program recognized by the Society of American Foresters **OR** a Bachelor's degree in a forestry program accredited by the Society of American Foresters.

Experience: Eight years of full-time or equivalent part-time paid experience in the field of forestry, two years of which must have been in a supervisory, administrative or professional capacity.

Special Requirement: Must have a current license as a registered professional forester or a registered forestry technician or obtain professional licensure upon employment with the Division of Forestry. Must be licensed or eligible to be licensed to operate a motor vehicle in West Virginia. Must be able to pass a physical examination prior to appointment.

Positions must meet the qualifications for and become a Special Natural Resources Police Officer at the earliest opportunity following employment and maintain this commission throughout the period of employment in the position.

Established: 12/15/2005

Revised: 3/7/2011

Effective: 3/7/2011