

I. IDENTIFYING INFORMATION

Position Title: ~~Resource & Survey~~ Forester V

Position Number: (91402C) 121262

Department: Land and Natural Resources

Division (Office): Forestry and Wildlife

Branch: Administration

Geographic Location: Honolulu, Hawaii

II. INTRODUCTION

This position independently provides technical and consultation forestry services to both State and private land managers and forest product processors. Such information is integral in supporting commercial land management, harvesting and processing; non-timber forest product production; revenue opportunity development; marketing; and public, private and partner collaboration and outreach. The position provides specialized technical information that:

1. Guides natural resource policy decisions and economic development.
2. Encourages sound forestry practices on State and private lands.
3. Supports the establishment and sustainability of forest industries.
4. Drives negotiations between suppliers and consumers of forest resources.

The position is located in Honolulu; and will provide services statewide. Requests for assistance by the Branch Forestry Managers within the Division of Forestry and Wildlife will be made through the Forestry Program Management Specialist.

III. MAJOR DUTIES AND RESPONSIBILITIES

A. Technical assistance in promoting forest industry and natural resource management 35%

Provide technical consultation and assistance to State and private land managers in developing and implementing forest inventory and management plans.

1. Operates independently with minimal guidance for evaluation of potential project sites and negotiates natural resource inventory contracts. [1][2]
2. Serves as a resource and survey Forester for DOFAW providing support for forestry, wildlife, watershed management, and commercial timber and non-timber activities - projects include but are not limited to: silviculture; forest mensuration; reforestation; conservation of native ecosystems; ecological trend studies; wildlife habitat analyses; and forest ecology [1][2][3]. Conducts or directs data collection, processing, compilation, and reporting phases of projects [1][2]. Ensures that project methods and data structures are compatible with national level requirements [1]. Monitors and supervises other personnel working on survey and research projects [1][2].

3. Develop and maintain resource utilization “Best Management Practices” for forest management activities to ensure highest protection against fire, insects, diseases, floods and erosion. [1][2]. Work with Branch DOFAW Forestry Program Managers, Resource and Protection foresters in preparing for fires or other natural disaster events. [1][2].
4. Department level specialist in the analysis and presentation of forest inventory data and applied research in a variety of formats such as reports, tables, maps, presentations or publications as appropriate/requested. [1][2] Presents and reports research and inventory findings by:
 - a. Describing inventory methods employed.
 - b. Providing timber growth and volume data by species in tabulated form.
 - c. Creating timber and other forest products maps showing the extent of ownerships and timber/product types.
 - d. Producing comprehensive written reports ensuring consistency with existing State, regional or national planning requirements.
5. Specialist in the design and implementation of geographic information system (GIS) analyses to support timber inventory and research projects. [1][2][3] Proficient in creating and updating GIS data layers, managing geodatabases, conducting GIS analyses, creating map output. Incorporates and implements global positioning system (GPS) data into GIS analyses. [2][3].

B. Develop New Timber and Forest Product Management and Harvest Plans 35%

1. Work with Branch DOFAW staff to develop timber and other forest product management areas, where feasible. [1][2].
2. Develop timber and forest product management plans that correlate with State and national initiatives such as the “Rain Follows the Forest” and “Hawaii’s Forest Action Plan” as applicable and complete all required Environmental Review and Compliance necessary for plan implementation. [1][2]
3. Collaborate with statewide Forest Reserve Planner, Forestry Program Management Specialists and Branch DOFAW staff on Forest Reserve management plan development. Similarly, work with Watershed Partnerships and other private landowners on landscape level initiatives that support sustainable forest management and conservation. [1][2]
4. Provide research and inventory data to forest managers and forest product processors to identify prime forest resources and support planning activities. [1][2]. Coordinate with forest processors to highlight State-owned raw materials to encourage establishment of forest industries. [1]

C. Work Unit Management and Administrative Activities

10%

Supports the Forestry Program Management Specialist to ensure that Section objectives are accomplished on a statewide level.

1. Complete and submit grant applications relevant to natural resource management programs [1] ; oversee implementation of grants and document their results. Conduct budgeting for grants and manage funds associated with the activities to be performed. [1]
2. Participate in planning and report development based on current data for state and private forest resources, including maps, remote imagery, statistics on forest plantings and forest health, forest products, ownership, roads, trails, facilities, and other map attributes. [1][2]
3. Assist with development of educational and outreach materials with DOFAW Sections statewide to ensure consistent messaging to the public and partners.
4. Eligible to engage in wildfire training/certification.

D. Supervisory activities

15%

Supervise and instruct project personnel in order to achieve planned objectives.

1. Write position descriptions, set qualification standards, and conduct interviews for hiring of project personnel. [1]
2. Instruct project personnel on methods to be employed and how to resolve data collection problems while operating in remote locations. [1]
3. Review and resolve personnel problems through appropriate personnel regulations and disciplinary actions. [1]

E. Other Duties as Assigned

5%

1. Conducts other related duties as assigned. [1].

- Reasons:
- [1] The performance of this function is the reason that the job exists.
 - [2] There are limited employees among whom the performance of this function can be distributed.
 - [3] This function is highly specialized. Employees are hired for their skill/ability to perform this function.

EVIDENCE USED IN DETERMINING ESSENTIAL FUNCTIONS CONSIDERED:

The following evidence was considered in determining the essential functions of the position: the amount of time spent performing the function; the consequences of not requiring a person in this

job to perform the function; the work experience of people who have performed the job in this position both in the past and currently; the data and information requirements of the Division.

Supervises Position(s) No. Title: Up to four (1-4) non-civil service individuals that are hired as sub-contractors, interns or seasonal workers for specific projects.

IV. CONTROLS EXERCISED OVER THE WORK

A. Supervisor:

Pos. No.: 111422 Class Title: Forester VI

B. Nature of Supervisory Control Exercised Over the Work.

1. Instructions Provided.

Nature of instruction is general and specifics are left to the individual's discretion. Assignments often require the development of new and improved techniques into plans and actions.

2. Assistance Provided.

Guidance is general unless solicited or particular or peculiar situations arise.

3. Review of Work.

Completed work is reviewed on a spot-check basis for professional approach and accomplishment of management goals and objectives.

C. Nature of Available Guidelines Controlling the Work.

1. Policy and Procedural Guides Available.

Hawaii Revised Statutes, Hawaii Administrative Rules and Administrative Policies, Applicable Departmental and Divisional Policies, Directives, Rules and Regulations.

2. Use of Guidelines.

Procedural guides cover all situations. The employee is expected to know and apply all laws, rules and regulations, policies and procedures pertaining to the management goals and operation procedures. All work under the Federal Aid from the USDA Forest Service, USDOJ Fish and Wildlife Service, Wildlife Restoration Act, or the Cooperative Forestry Assistance Act must comply with standards established in the Federal Aid Manual.

V. REQUIRED LICENCES, CERTIFICATIONS, ETC.

Valid Class III driver's license, basic helicopter training. CPR, First Aid and wildfird fighting training is recommended.

VI. RECOMMENDED QUALIFICATIONS

A. Knowledge:

Forest mensuration; silviculture; forest ecology; watershed management; Division programs and activities; Hawaiian geography and ecosystems; identification of native and introduced plant species.

B. Skills/Abilities:

Use of geographic information systems; demonstrated ability to write technical reports, as well as the ability to render technical information understandable to the general public; working knowledge of statistical sampling, data compilation and computation; a general understanding of remote sensing including stereoscopic vision and photo interpretation; ability to work with people from different cultures and backgrounds; excellent physical stamina; ability to work in inclement weather.

C. Education:

Four year academic degree from an accredited college or university with a major in Forestry, natural resource management or a similar degree.

D. Experience:

Specialized Experience: Minimum of three (3) years of progressively responsible experience in the fields of forest management, forest mensuration, and geographic information systems; forest ecology; forest economics; or ecological systems. At least two of the three years must be in the area of resource conservation, restoration or silviculture forest related activities.

VII. TOOLS, EQUIPMENT & MACHINES

Computers, field forestry measuring instruments, global positioning systems, four wheel drive vehicles, radios.