

UNIVERSITY OF CALIFORNIA, BERKELEY – COLLEGE OF NATURAL RESOURCES, BERKELEY FORESTS

Employment Opportunity - Assistant Forest Resources Manager

Departmental Overview

The College of Natural Resources is composed of four academic departments and a graduate group (Agricultural and Resource Economics; Environmental Science, Policy, and Management; Nutritional Sciences and Toxicology; Plant and Microbial Biology; and the Energy and Resources Group), and several research centers and facilities. Functional teams that are primarily based in the Dean's Office support the Deans, Department Chairs, and Department/Facility Managers in the areas of Finance, Academic Personnel, Development, Communications, IT, and Student Affairs.

Berkeley Forests facilitates the understanding and improvement of forest resources in California. Research stations are managed for goals of research, extension, and education. They are actively managed for multiple forest resources. This position involves on-site administration, research support, facilities management, and cultivation functions involved in establishing and maintaining forest research sites. Field sites represent a diverse range of forest types to support a variety of research, extension, and education activities. There are seven field stations spread throughout the state (Contra Costa, El Dorado, Tulare, Plumas, Trinity, Shasta, and Nevada Counties). This position ensures compliance of operations with federal, state, and campus policies. The position participates in developing and carrying out long-term forest management objectives, reflecting a wide variety of forest resource values such as fire restoration, water quality/quantity, wildlife habitat, timber production, diversity, forest health, and carbon sequestration.

Application Review Date

The First Review Date for this job is: 6/30

Responsibilities

- Assist with determination of field allocations of silvicultural activities
- Provides daily supervision of seasonal, volunteer, student workers and support staff, with responsibility for quality and quantity of work primarily at Blodgett Forest, with assignments of varying length at other field sites as needed.
- Implements safety procedures and trains staff in field protocols and adhering to regulatory requirements such as safety and research protocols.
- Keeps records of labor, equipment, materials and production.
- Researches and resolved issues and discrepancies
- Provides expertise in at least one of the following areas:
 - Wildlife management, fuels and fire management including mechanical treatments and prescribed fires, database management including GIS, public education and outreach
- Assists management with the coordination, supervision and performance of all activities necessary to the daily technical operations of a large or highly complex field site.
- Schedules operations which provide all the necessary care and the best use of labor and equipment for a number of concurrent projects.
- Coordinate and oversee forestry activities and harvesting procedures to support research.
- Assists with annual budget preparation and operational planning activities.
- Participates in the selection, development, and evaluation of staff.
- Researches and prepares reports and/or plans to meet regulatory requirements and assist in efforts of researchers, including development of Timber Harvest Plans and grant proposals.
- Supervises maintenance, modifications and improvements of facility infrastructure, instruments and other materials.
- Supports prescribed burn program by participating in prescribed burns, as experience allows.

Required Qualifications

- Working knowledge of safety, legal, cultural and regulatory requirements relative to field research and timber harvest responsibility
- Working knowledge of research discipline, principles, concepts, analysis and / or operations being conducted at field / remote sites including forest management, CA Forest Practice Rules, and grant writing.
- Demonstrated skills in interpersonal communication, motivation of staff and team-building.
- Solid analytical and problem-solving skills.

- Demonstrated computer competency.

Education/Training:

- Bachelors degree in related area and/or equivalent experience/training.

Licenses or certifications, if any:

- Registered Professional Forester's License, or the capacity to earn the license within two years.

Preferred Qualifications

- Skills in budget preparation and monitoring, record-keeping and equipment inventory control.
- Demonstrates skills in report, grant, and regulatory permit preparation.
- Demonstrated skills in interpersonal communication, motivation of staff and team-building.
- Demonstrated ability to develop and maintain strategic relationships and partnerships with remote research partners.
- Demonstrated knowledge of facility management and operations at field / remote sites.

Salary & Benefits

This is an exempt, monthly paid position. Annual salary is commensurate with experience within the range of \$56,800.00 - \$63,000.00.

For information on the comprehensive benefits package offered by the University visit:

<https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html>

How to Apply

Apply online at jobs.berkeley.edu. Search Job #37656

Please submit your cover letter and resume as a single attachment when applying. Please upload the document in the Resume section, then skip the (optional) Cover Letter upload section.

Contact Ariel Roughton, athomson@berkeley.edu with questions.

Driving Required

A valid driver's license and DMV check for driving record is required.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see:

https://www.eeoc.gov/sites/default/files/migrated_files/employers/poster_screen_reader_optimized.pdf

For the complete University of California nondiscrimination and affirmative action policy see:

<http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>