

**State of Washington
Dept. of Natural Resources
invites applications for the position of:
WA Service Forestry Coordinator, NRS4**

careers.wa.gov
Working for Washington State

SALARY: \$4,738.00 - \$6,368.00 Monthly
\$56,856.00 - \$76,416.00 Annually

OPENING DATE: 04/11/22

CLOSING DATE: 04/24/22 11:59 PM

DESCRIPTION:



WASHINGTON STATE DEPARTMENT OF
NATURAL RESOURCES



**WA Service Forestry Coordinator, NRS4
Recruitment #2022-4-5667/7056
2 Full-time, Permanent, Represented positions.
Duty station is flexible for both positions:
Eastern WA – Colville, Spokane/Wenatchee/Ellensburg
Western WA – Olympia**

Want to join something GREAT and make a difference?

This posting is to fill two similar, newly created Service Forestry Coordinator vacancies, one on each side of the state. Interested applicants can choose their location preference for the opportunity.

The Washington Department of Natural Resources (DNR) has an exciting opportunity in both western and eastern Washington within our Forest Resilience Division's Community and Landowner Assistance Section, Service Forestry Program. Are you someone who loves the outdoors and is passionate about restoring the ecology of our forest ecosystems and helping small private forest landowners in Washington State? If you value delivering conservation on private lands, working to remove barriers to connect private forest landowners to critical resources and educational opportunities, or supporting a program with diverse natural resource professionals, then this is the job for you! **The DNR Forest Resilience Division is seeking two motivated individuals to lead and coordinate our division-based service forestry forest resilience efforts and interact with our region-based service forestry teams** – experts in private forestland management, working with landowners to deliver critical resources, educational opportunities, and more.

The Service Forestry Program is an integral part of the DNR team through the direct delivery of technical assistance and educational services supporting proactive management of Washington's small private forest lands. The program provides land management advice to landowners and

helps to assess resource conditions and forest health, identify potential problems and opportunities, determine cost-share eligibility, assist with treatment implementation, and recommend management practices to help achieve objectives. The program educates landowners and assists with development and implementation of management plans to guide current and future management actions.

As part of this division and program, you will work alongside a talented team of professional planners, scientists, and implementers providing service to state, private, and federal partners to increase the resiliency and health of Washington's forests and landscapes. In this position, you will help to lead a skilled team focused on providing services to small forest landowners throughout Washington. You will serve as the subject matter expert and be responsible for coordination of stewardship and forestry program planning and administration, technical assistance programs, financial assistance programs, and federal reporting requirements. This position works with the program team under the supervision and guidance of the Service Forestry Program Manager to provide program coordination and assistance to region-based service forestry staff consisting of district managers, service foresters, and forestry specialists.

Our **Service Forestry Coordinator** serves as the primary connection between DNR regions and division program staff; coordinates with district managers and each other to ensure consistent implementation despite geographic differences; advises division and region staff on training, certification, and professional development; designs and delivers training and mentorship to division and region staff to support successful program delivery; and ensures timely data collection and aggregation for recurring reports and ad hoc data requests.

This work is one part of the DNR One-Stop Shop for Private Lands Assistance which is a cohesive landowner services framework formed by integrating existing components to more effectively reach small forest landowners by identifying and removing barriers for technical assistance, funding, and forest health management planning; increasing education and outreach to small forest landowners; and distributing funding effectively to move high wildland fire risk areas to lower risk. Early tasks will be to help build out these systems and processes.

This position is the primary liaison between the program and WSU Extension Forestry coordinating joint activities such as regional delivery and support of Forest Stewardship Coached Planning Courses, Forest Owners field days, and more. The position will occasionally provide forest management expertise and advice to forest landowners and other professionals serving forest landowners in exceptional circumstances of region staff being overwhelmed with inquiries, requiring a level of technical expertise not provided by Service Foresters, or during other times when assistance is requested.

DUTIES:

Responsibilities:

- Provide guidance to staff to ensure consistent program implementation despite geographic differences. Coordinate with other DNR program and external public and private service providers to enhance integration and level of service.
- In partnership with colleagues, design and manage the Service Forestry training program.
- Advise on training, certification, and professional development to maintain consistency of knowledge, skills, and abilities.
- Provide guidance on development of program-wide, standardized educational materials to be delivered by foresters and specialists to family forest landowners, natural resource professionals who advise them, loggers, and other audiences regarding forestry topics.
- Build and maintain relationships to establish partnerships with statewide stakeholders and other forest landowner service providers across DNR region boundaries (NRCS, FSA, SCC, WSU, WFFA, TNC, etc.)
- Periodically analyze tracking and reporting systems to ensure compliance and appropriate use.
- Author periodic educational and informational articles on program related topics for Stewardship Notes, Small Forest Landowner Newsletter, and other publications.

QUALIFICATIONS:

Required Qualifications:

- Bachelor of Science in forestry, forestry education, or closely related field AND a minimum of five years of professional, operational, field experience in forest management in the pacific northwest.
- OR
- Associate's degree in forestry, forestry education, or closely related field AND a minimum of seven years of professional, operational, field experience in forest management in the pacific northwest.
- Education must meet requirements for American Tree Farm Inspector.
- Valid Public Pest Consultant and Certified Tree Farm Inspector certifications or ability to obtain within 6 months of employment.
- Working knowledge of silviculture and forest management practices in the Pacific Northwest.
- Professional experience in general forest management activities such as forest road design and construction, timber management planning, silviculture techniques, reforestation methods, and timber harvest boundaries.
- Experience using forestry tools such as measuring and hand tools.
- Experience providing technical assistance, education, and educational materials to professional and non-professional audiences, especially forest landowners.
- Effective oral and written communications and experience conveying messages clearly and persuasively. Excellent public speaking skills.
- Experience teaching or providing group presentations.
- Experience providing positive, responsive, cooperative, collaborative interaction with the public and other professionals (both inter-organizational and interdisciplinary).
- Proficient with computers, Microsoft Office applications, and SharePoint.
- Highly motivated toward accomplishing set goals.
- Organizational management - has a strong understanding and ability to organize efficiently and the ability to develop or use systems for tracking implementation and accomplishments of several complex projects.
- A valid driver's license and have two years of driving experience. This position requires driving as an essential function. Finalists and/or interview candidates will be asked to provide a driving record from all states in which they have held a license during the past three years.
- DNR Core Competencies:
 - Personal Accountability
 - Value Others
 - Compassionate Communication
 - Inspire Others
 - Commitment to Excellence
- Office, field, and classroom settings. Ability to walk over steep, uneven terrain in a variety of forest environments, year-round, statewide in a variety of weather conditions is required.
- Frequent overnight statewide travel is required to provide services. The ability to drive long distances in a variety of weather conditions, year-round, is required.
- Employees of the Department of Natural Resources (DNR) are required to be fully vaccinated against COVID-19 as a condition of employment. This position is based in an office/fieldwork setting and requires in-person attendance/interactions with no option for full-time telework. Please note that any offer of employment is contingent upon you providing verification of your vaccine status. No start date will be approved until you verify your status.

Desired Qualifications:

- Experience with Geographic Information Systems (GIS), including ArcMap, Survey123, and Collector, and other mapping tools to document work and convey information to non-technical audiences.
- Experience with Forest Stewardship Plan and Forest Management Plan development.
- Current knowledge of Forest Practices rules; Forest Practices Board Manual guidance; and DNR Forest Practices policies, procedures, and practices.
- Previous experience working with small forest landowners.

SUPPLEMENTAL INFORMATION:

About the Department of Natural Resources (DNR).

At DNR we approach our work through the lens of making Washington a better place environmentally and are dedicated to serving Washington's lands and communities through diversity, equity and inclusion. With nearly 1,500 employees in locations throughout Washington, we manage and protect more than 5 million acres of state-owned forest, range, commercial, agricultural and aquatic lands.

Our Vision – Our actions ensure a future where Washington's lands, waters, and communities thrive.

Our Mission – Manage, sustain, and protect the health and productivity of Washington's lands and waters to meet the needs of present and future generations.

Our Core Values:

- Safety and Well-Being —Our top priority is the safety of the public and our employees.
- Public Service —We value and respect the public we serve, and we value and respect the people of the Department of Natural Resources who step up to serve.
- Innovation and Creative Problem-Solving — We solve our state's most pressing challenges through innovative thinking, dedication, and bold and creative vision.
- Leadership and Teamwork —We are committed to building leaders at all levels and building teams for success.

DNR provides excellent benefits, a few of those include:

- Commitment to organizational health and wellness
- Work/life balance
- DNR Employee Resource Groups (Diversity, Equity and Inclusion Council, Women's Employee Resource Group, Veterans Employee Resource Group, etc.)
- Statewide Employee Business Resource Groups, [visit here to learn more](#)
- Leadership that empowers and supports employees
- Professional development opportunities
- Educational and career development aid
- Public Service Loan Forgiveness Eligibility
- Opportunities to participate in wildland fire suppression assignments
- A comprehensive benefit package that includes employer contributions toward health insurance, paid holidays, retirement plans, sick leave and vacation days. Visit <http://careers.wa.gov/benefits.html> for more information.

Application Requirements:

- To be considered you must apply online at www.careers.wa.gov (Click on the APPLY button above). You must complete the entire online application to be considered for the position.
- Attach a letter of interest describing how your experience and qualifications relate to the position profile and the position required, desired and special requirements.
- Attach a resume describing your experience and qualifications.
- Provide three to five professional references – you may attach a document, use the References text field in the online application, or include with resume.
- Attach a copy of your college degree certificate or an unofficial copy of your transcripts.
- Complete all supplemental questions.

Additional Information:

This recruitment may be extended and may also be used to fill future similar vacancies for up to sixty (60) days.

Veterans wishing to claim Veteran's preference please attach a copy of your DD-214, NGB-22 or other verification of military service. Please black out your social security number prior to attaching. We thank you and are grateful for your service!

The Department of Natural Resources is an Equal Opportunity Employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation and gender identity diversity. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, veterans, military spouses or people with military status, and people of all sexual

orientations and gender identities are encouraged to apply.

Persons needing accommodation during the screening process or this announcement in an alternative format may contact DNR Recruiting staff at (360) 522-2500 or (360) 522-0143 or by email at DNRrecruiting@dnr.wa.gov. Those with a hearing impairment in need of accommodation are encouraged to contact the Washington State Telecommunications Relay Service (TRS) at 1-800-833-6388 or www.washingtonrelay.com.

Check us out on: [DNR's website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#) | [WordPress](#)

Questions? Please contact Matt Provencher at matthew.provencher@dnr.wa.gov or e-mail us at DNRrecruiting@dnr.wa.gov

Once you submit your online application, you can check your status by logging into your account. If you experience technical difficulties creating, accessing or completing your application call NEOGOV toll-free at (855)524-5627 or email CareersHelp@des.wa.gov.

WA Service Forestry Coordinator, NRS4 Supplemental Questionnaire

- * 1. Please describe what interests you about the Department of Natural Resources.
- * 2. Please describe what a diverse and inclusive work environment means to you.
- * 3. Describe your experience working with extension programs and financial assistance programs such as state cost-share programs, EQIP, CSP or other federal programs.
- * 4. Briefly describe what you believe to be the greatest challenges small private forest landowners are facing currently in both eastern and western Washington.
- * 5. What does operating as an integrated small forest landowner service program mean to you?
- * 6. Do you have a Bachelor of Science in forestry, forestry education, or closely related field AND a minimum of five years of professional, operational, field experience in forest management in the pacific northwest? OR Associate's degree in forestry, forestry education, or closely related field AND a minimum of seven years of professional, operational, field experience in forest management in the pacific northwest? Education must meet requirements for American Tree Farm Inspector.
 - Yes
 - No
- * 7. Have you attached a copy of your college degree certificate or an unofficial copy of your transcripts? This is a required attachment.
 - Yes
 - No
- * 8. Do you have a valid Public Pest Consultant and Certified Tree Farm Inspector certifications or have the ability to obtain within 6 months of employment?

- Yes
 No
- * 9. Do you have working knowledge of silviculture and forest management practices in the pacific northwest?
 Yes
 No
- * 10. Do you have professional experience in general forest management activities such as forest road design and construction, timber management planning, silviculture techniques, reforestation methods, and timber harvest boundaries?
 Yes
 No
- * 11. Do you have experience using forestry tools such as measuring and hand tools?
 Yes
 No
- * 12. Do you have experience providing technical assistance, education, and educational materials to professional and non-professional audiences, especially forest landowners?
 Yes
 No
- * 13. Do you have experience teaching or providing group presentations?
 Yes
 No
- * 14. Do you have experience providing positive, responsive, cooperative, collaborative interaction with the public and other professionals (both inter-organizational and interdisciplinary)?
 Yes
 No
- * 15. Are you proficient with computers, Microsoft Office applications, and SharePoint?
 Yes
 No
- * 16. Do you have a valid driver's license and at least two years of driving experience?
 Yes
 No
- * 17. Are you applying for eastern Washington, western Washington, or either?
- * 18. Where did you hear about this job posting?
 www.dnr.wa.gov
 www.careers.wa.gov
 WA WorkSource office or WorkSourceWA.com
 Governmentjobs.com
 Monster
 Indeed
 LinkedIn
 Twitter
 College/university website/career fair
 Handshake
 Newspaper
 Direct Email Notification
 Statewide Employee Business Resource Groups (BRG)
 Professional/Personal Network
 Job Board

- Job Fair
- ZipRecruiter
- DiveristyJobs
- Facebook
- Other (please specify below)

* 19. If you answered "other" to the previous question, please specify how you learned of this employment opportunity in the space below.

* Required Question