Dear Midwest Urban Foresters and Job Seekers,

Please see the announcement below for Ohio’s State Urban Forestry Coordinator position. For those of you who knew Drew Todd, I believe he very quietly retired in December.


Jill

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Jill R. Johnson
Midwest Urban Forestry Coordinator
U.S. Forest Service

(651) 649-5253
jilljohnson@fs.fed.us

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From: Balser, Dan [mailto:dan.balser@dnr.state.oh.us]
Sent: Wednesday, January 09, 2013 2:15 PM
To: Lueckel, Robert -FS
Cc: Bob.Boyles@dnr.state.oh.us
Subject: Emailing: Welcome to the Ohio Hiring Management System

Hello Bob-

Here is the announcement for Ohio’s Urban Forestry Coordinator position. Distribute to any interested parties.

Thanks.

Dan

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Natural Resources Administrator 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>PN:</td>
<td>20051107</td>
</tr>
<tr>
<td>Agency:</td>
<td>Natural Resources</td>
</tr>
<tr>
<td>Opening Date:</td>
<td>Mon. 01/07/13</td>
</tr>
<tr>
<td>Closing Date/Time:</td>
<td>Wed. 01/16/13 11:59 PM Eastern Time</td>
</tr>
<tr>
<td>State Salary Range:</td>
<td>$25.40 - $33.16 hourly</td>
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<tr>
<td></td>
<td>$2,032.00 - $2,652.80 biweekly</td>
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<tr>
<td></td>
<td>$4,402.67 - $5,747.73 monthly</td>
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<td></td>
<td>$52,832.00 - $68,972.80 annually</td>
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<tr>
<td>Job Type:</td>
<td>Full-Time, Permanent, Exempt</td>
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<tr>
<td>Location:</td>
<td>Franklin County, Ohio</td>
</tr>
<tr>
<td>Promotional Bid</td>
<td>classified position (may include promotion, transfer or demotion)</td>
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<td>Pay Range</td>
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</table>
Hours of Work
8:00am - 5:00pm

Division
Forestry

Job Location
2045 Morse Road, Columbus, Ohio 43229

All applications must clearly indicate how the Minimum Qualifications & Position Specific Minimum Qualifications, if applicable, are met. Applications that do not indicate this, will not be given consideration.

*IMPORTANT NOTE: Please do not include your Social Security Number (SSN) with your on-line application and/or documentation. If attaching a document that contains your SSN, please redact (black out) SSN before attaching it to your application.

The State of Ohio is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, sexual orientation, genetic information, religion, age, disability or military status in employment or the provision of services.

When contacted for an interview, an applicant who requires special accommodations due to a disability should notify the office at the time he/she is contacted so that proper arrangements can be made for the interview.

**Job Duties**

Acts as program specialist & develops, implements, coordinates, & directs statewide Urban Forestry Program: assists local governments in managing urban vegetation; assists in organizational development, action plans, street & landscape ordinances, street tree inventories, urban wood waste utilization, tree planting projects, tree maintenance, tree removal, urban planning & funding; coordinates & provides statewide technical urban forestry assistance to city, county, & regional planning organizations to help establish open spaces, parks & recreational areas, city forests, malls & business areas; provides statewide assistance to developers & builders of housing or industrial sites (e.g., determines trees for removal, determines protection methods for trees to be saved, considers & reviews factors including tree species, construction problems); provides guidance to property owners; operates state vehicle to travel to communities & local governments, & various locations to make presentations & attend training & conferences.

Performs miscellaneous administrative duties: coordinates & assists with statewide development of new urban forestry procedures & programs; assists with systematic review & update of urban forestry website & information; coordinates & develops functions & activities in Tree City USA program; makes recommendations to Chief & Deputy Chiefs; prepares correspondence, documents, & reports of urban forestry activities to Division & U.S. Forest Service. Supervises the state-wide complement of six (6) urban foresters and coordinates the development of their annual work plans.

Acts as liaison on urban forestry issues with local, state, & national organizations; organizes & prepares training programs; conducts presentations & training sessions relative to urban forestry; attends training sessions sponsored by U.S. Forest Service to expand knowledge in specialized fields of urban forestry; attends conferences & seminars; performs wildfire support as directed within training & physical capabilities.

**Minimum Qualifications:**

Completion of graduate major core program & 18 mos. exp. in natural resources specialty indicated under job duties within approved position description; valid driver’s license.

-Or undergraduate major core program & 30 mos. exp. in natural resources specialty indicated under job duties within approved position description; valid driver’s license.

-Or 54 mos. trg. or 54 mos. exp. in natural resources specialty indicated under job duties within approved position description; valid driver’s license.

-Or 6 mos. exp. as Natural Resources Administrator 1, 22911, in assigned area; valid driver’s license.

-Or equivalent of minimum class qualifications for employment noted above.

NOTE: If assigned to work as Law Enforcement Officer, must also hold Ohio Peace Officers Training Council certificate. For positions assigned to perform law enforcement duties, applicants must successfully pass background check by appointing authority that includes polygraph, psychological & medical examination. Applicant must demonstrate physical fitness as outlined in department directive. Final applicant accepted for position will be required to submit to urinalysis to test for illegal drug use prior to appointment. Applicant with positive test result will not be offered employment per Section 123:1-76-09 Ohio Administrative Code.

**Major Worker Characteristics:**

Knowledge of supervisory principles/techniques; employee training & development; state & federal laws, rules & guidelines pertaining to assigned area; natural resources of assigned area (e.g., fisheries, forestry, wildlife, aquatic
biology, botany, geology, ecology, zoology). Ability to write instructions & specifications concerning proper uses of machinery; resolve complaints from angry citizens & government officials; define problems, collect data, establish facts & draw valid conclusions; use research methods in gathering data.

(*)Developed after employment.