Position Description

Tree Canopy and Green Infrastructure Specialist

Position Purpose:

To further the goals of the PA DCNR Bureau of Forestry’s (BOF) Urban & Community Forestry Program, also known as TreeVitalize, which seeks to educate citizens about the importance of tree cover to human quality of life in urban/suburban settings. The program helps citizens understand the myriad benefits of planting trees, the importance of keeping existing trees in the community healthy, and the value of sufficient tree canopy. The program also encourages and provides outlets for citizens and municipalities to take action to improve their urban and community forest.

Specifically, the Tree Canopy and Green Infrastructure area of expertise seeks to 1) provide Pennsylvania communities with methods to set and achieve canopy cover goals and 2) to raise awareness of the benefits of using green infrastructure to address relevant environmental and social issues facing communities.

And

3) To provide strategic input and direction, assistance, and information to the State Forester’s office, Central Office Divisions/Sections, and Field Offices of the Bureau on the Bureau’s UTC and Green Infrastructure Program and related activities.

Description of Duties:

Planning-Related Responsibilities

- Utilize regional information from the RCF-related regional planning/visioning efforts and information from the Chesapeake Bay and other important initiatives to prioritize locations that will be targeted for UTC assessment.
- Present information to communities on the benefits of UTC and green infrastructure.
- Contract with a spatial analysis lab to conduct tree canopy assessments of selected communities.
- Work with communities to establish UTC goals
- Work with communities to integrate green infrastructure into their planning efforts.
- Utilize TMDLs to reach communities or regions with the benefits of trees and forests.
GIS-Related Responsibilities

- Provide general GIS support to the RCF Section, delivering maps and advice as requested and serving as the RCF Section’s GIS Coordinator, interfacing with the Geospatial Applications Section.
- Coordinate the collection and interpretation of tree canopy data for communities.
- Communicate information from the GIS analysis to local communities.
- Utilize GIS data to assist in the RCF Regional Planning effort.
- Serve as the RCF Section’s GIS coordinator, interfacing with the Geospatial Applications Section and attending training as needed.
- Manage the UTC data website, PennTreeMap, on behalf of the BOF.
- Serve as a liaison to USFS early pest detection program(s).

Green Infrastructure-Related Responsibilities

- Encourage communities and regions to integrate trees into green infrastructure plans and stormwater management systems.
- Promote trees as effective tools for stormwater management by providing the science, research, and best practices to the community.
- Utilize tree canopy data to assist communities in developing green infrastructure plans and prioritizing projects.
- Use available tools for forecasting future canopy coverage and benefits.
- Provide technical assistance, when requested, to the PA DCNR Bureau of Recreation and Conservation for their work with municipalities.

Communication-Related Responsibilities

- Regularly present relevant information to communities.
- Give public presentations on UTC, green infrastructure, and other urban forestry-related subjects.
- Train BOF employees and citizens in the use of new technologies.
- Create relationships with organizations and agencies that can help promote or financially sponsor the work of this program.
- Annually review the success of this program and communicate the successes both internally and externally.
- Continue to foster productive partnerships with PA universities.
- Act as a liaison to DEP.
- Act as a liaison to the Federal Chesapeake Bay Program.
**General TreeVitalize-Related Responsibilities**

- Provide input into the strategic direction and coordination of the BOF’s TreeVitalize Program.
- Represent the BOF at in-state and multi-state meetings relating to community forest management and TreeVitalize.
- Liaison with other organizations and agencies, as appropriate, to stay abreast of other related program outside of the BOF and to provide requested expertise
- Work with the BOF Communications & Interpretation Section to update any relevant brochures, leaflets, website content, etc.

**General RCF Duties**

- Review and comment on written material, as requested by others in the Bureau
- Provide appropriate information, as requested, to the State Forester’s Office, field offices, and other program offices.
- Serve as one of the three Urban Forestry Coordinators for Pennsylvania, including acting in a liaison capacity with the US Forest Service and the Northeastern Area Association of State Foresters Urban and Community Forestry Committee.
- Work with the Communication & Interpretation Section to update any relevant brochures, leaflets, website content, etc.
- Establish and maintain good communications with the Bureau’s field offices and other program areas, other Bureaus of the Department, other governmental agencies, and conservation organizations.
- Perform occasional public relations duties, including staffing display booths, addressing interested groups, and participating in meetings with cooperating public and private agencies.
- Attend and participate in appropriate training programs and conferences
- Serve as Central Office Liaison to and help provide strategic direction for the NorthCentral Rural and Community Forestry Region.
- Participate in PA Urban Forestry Coordinator updates, providing status of all UTC and GIS work to the other two Urban Forestry Coordinators.
- Perform all other duties as assigned.
Other Job Information:

- This is a full-time position that does not include benefits. The employee is responsible for procuring his/her own health insurance and retirement savings.
- Pay will start at $51,443 per year and will receive raises at the same time and at the same rate that state management employees receive raises.
- The position’s workstation will be in downtown Harrisburg, PA.
- This is a contract position for the PA Department of Conservation and Natural Resources, Bureau of Forestry, hired through a partnership with the PA Urban and Community Forestry Council. The position is supervised by the Section Chief of Rural and Community Forestry.
- The Council will pay for an appropriate bus pass or will subsidize employee parking up to the cost of that bus pass.

How to Apply:

If interested, send an electronic resume and cover letter to Rachel Reyna, Chief of the PA DCNR Bureau of Forestry Rural and Community Forestry Section at rreyna@pa.gov.

All applications must be received by Nov. 30, 2014.