



STATE OF NEVADA
Department of Administration
Division of Human Resource Management

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
FORESTER III	35	B	1.811
FORESTER II	33	B	1.813
FORESTER I	30	B	1.818

SERIES CONCEPT

Foresters perform professional duties in forestry, natural resource management and conservation, fire prevention and suppression, and related areas.

Plan, organize, manage and participate in forest management including harvesting, fuel management and prescribed burning activities; evaluate forest insect and disease conditions; determine revegetation requirements to promote erosion control, biodiversity and habitat enhancement.

Provide natural resource educational information to the public regarding best management practices for forest health, forest stewardship, defensible space, fuel reduction, and fire-safe landscapes; conduct community workshops and presentations; prepare publications and media reports; provide technical information and assistance to private landowners, civic organizations and governmental agencies and entities; provide urban forestry assistance to local governments and private landowners.

Administer, coordinate and oversee regional or specialized programs related to natural resource management; plan projects and programs; prepare and maintain assigned budgets and statistical data concerning assigned programs; write comprehensive reports, management plans and environmental assessments; secure and manage external sources of funding for project implementation.

Enforce fire, forest practice and Nevada flora laws; issue citations and warnings as appropriate; revoke and amend harvest permits; establish bond amounts; collect and release bonds related to timber harvests and timberland conversions; write permits for endangered plant protection.

Train, supervise, and evaluate the performance of personnel as assigned; organize, schedule, and conduct training activities in fire prevention and natural resource management programs.

Prepare and review forest resource and vegetative management plans for State and private lands; provide information and direction regarding the reclamation of damaged forest and rangelands, and treatment of forest insect and disease infestations; review proposed projects and programs related to the protection, preservation and enhancement of State forest, range and watershed resources.

Establish and maintain cooperative working agreements and relationships with agencies and organizations involved in resource management, fire suppression and emergency services.

Perform related duties as assigned.

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CLASS CONCEPTS

Forester III: Under limited supervision, incumbents have responsibility for the resource management program in an assigned geographic region. Incumbents may function independently or supervise a small staff of subordinates and assist the Forestry Program Manager in developing procedures and coordinating activities consistent with Division policies and objectives.

Incumbents prepare and review comprehensive management plans to implement the Forest Stewardship Program; perform grant management activities; compile and complete quarterly and year-end reports to statewide coordinators for federal programs; assist public entities in the preparation of Urban and Community Forestry grant applications; promote State Nursery and Seedbank Programs; monitor forest insect and disease conditions; review applications for collection of critically endangered plant species; prepare and distribute press releases, notices or publications.

Forester II: Under general supervision, incumbents implement specialized programs and projects related to fire or resource management such as the Forest Stewardship Program, urban forestry, fuel management or other assigned program; write forest/vegetation management plans for a specific program and oversee their implementation. Incumbents operate independently, but within the structured guidelines of an assigned program, and may train and provide work direction to lower-level staff. This is the journey level in the series.

Forester I: Under close supervision, incumbents receive training in performing part of the duties described in the series concept. This is the trainee level in the series. Some positions perform entry level duties such as assisting with the preparation of forest/vegetation management plans and overseeing their implementation; providing office and field support to the forest stewardship and urban and community forestry programs. Such positions may be permanently allocated at this level. Duties and responsibilities are limited in scope and are performed under the direction of higher level staff.

MINIMUM QUALIFICATIONS

SPECIAL REQUIREMENTS:

- * A valid driver’s license is required at the time of appointment and as a condition of continuing employment.
- * Applicants may be required to pass a thorough medical examination and physical agility test prior to appointment and for continuing employment.
- * Applicants may be required to undergo a background investigation prior to being considered for employment.
- * Pursuant to NRS 284.4066, all positions in this class series have been identified as affecting public safety. Persons offered employment in this series must submit to a pre-employment screening for controlled substances.

FORESTER III

EDUCATION AND EXPERIENCE: Bachelor’s degree from an accredited college or university in forestry or closely related natural resources field and two years of journey level professional natural resource experience in areas such as forest health, forest insect and disease identification and treatment, and vegetation management at a level comparable to Forester II or Nursery Specialist II; **OR** two years of experience as a Forester II in Nevada State service; **OR** an equivalent combination of education and experience. (*See Special Requirements*)

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MINIMUM QUALIFICATIONS (cont'd)

FORESTER III (cont'd)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Working knowledge of: policies, procedures, guidelines, and regulations related to the natural resource program; resource management practices and issues; appearance, habitat, characteristics and economic value of various types of vegetation; combustibility and fire retardant properties of various types of vegetation; wildland and structural fire management; forest harvest practices; forestry and fire law enforcement; financial and statistical recordkeeping techniques. **General knowledge of:** personnel management practices; budget preparation and administration. **Ability to:** implement natural resource management program in an assigned geographical area; plan, organize, coordinate and prioritize the work of assigned personnel; provide technical assistance in designing and establishing logging and fire access roads and bridges; promote fire and resource management services of the division to the community; estimate time, materials, equipment and labor costs for completion of fire and resource management projects; plan and provide resource and fire protection education programs in the community; *and all knowledge, skills and abilities required at the lower levels.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

Working knowledge of: State purchasing rules and regulations. **Ability to:** evaluate the operational readiness and effectiveness of fire suppression personnel and equipment; provide, coordinate, and evaluate the training needs of assigned staff.

FORESTER II

EDUCATION AND EXPERIENCE: Bachelor's degree from an accredited college or university in forestry or closely related natural resources field and one year of professional natural resource experience in areas such as forest health, forest insect and disease identification and treatment, and vegetation management at a level comparable to Forester I, Nursery Specialist I or Conservation Crew Supervisor III, or one year of firefighting experience at a level comparable to Firefighter II in Nevada State service; **OR** one year of experience as a Forester I in Nevada State service; **OR** an equivalent combination of education and experience. (*See Special Requirements*)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Working knowledge of: principles and practices of vegetation management; forest insect and disease identification and treatment; methods for surveying and mapping forest lands. **General knowledge of:** forest harvest practices; rules, regulations and laws concerning forestry. **Ability to:** develop forest management plans; manage a variety of projects simultaneously; implement assigned resource management programs and projects in an assigned geographical area; provide technical assistance in federal cost-sharing programs for forestry projects; collect, analyze, interpret and report on data from a variety of sources; interpret, use and/or update topographic, soil, and field maps and aerial photographs; plan, organize, and prioritize work and integrate program resources; establish and maintain cooperative working relationships with private citizens and representatives of governmental agencies; plan and direct the work of others; *and all knowledge, skills, and abilities required at the lower level.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

(These are identical to the Entry Level Knowledge, Skills and Abilities for Forester III.)

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MINIMUM QUALIFICATIONS (cont'd)

FORESTER I

EDUCATION AND EXPERIENCE: Bachelor's degree from an accredited college or university in forestry or closely related natural resources field; **OR** two years of experience in conducting forest harvesting, vegetative fuels reduction, and enforcing forestry laws and regulations; **OR** an equivalent combination of education and experience. *(See Special Requirements)*

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Working knowledge of: principles and practices of reforestation. **General knowledge of:** dendrology, silvics and silviculture; natural resource and forest management practices; principles and practices of vegetation management; forest insect and disease identification and treatment; plant and tree identification; and fire management practices. **Ability to:** utilize sound judgment and make responsible decisions and recommendations; assist in implementing natural resource and fuel management programs designed to protect lives, property, and resources; operate computers and common business software; work outdoors and on rugged terrain for long periods of time; read maps and utilize a compass; keep accurate records; communicate effectively both orally and in writing.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):
(These are identical to the Entry Level Knowledge, Skills and Abilities for Forester II.)

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

	<u>1.811</u>	<u>1.813</u>	<u>1.818</u>
ESTABLISHED:	7/1/71	9/1/64	4/1/67
REVISED:		2/1/68	7/1/74
REVISED:	10/21/71	10/21/71	
REVISED:	8/27/76		
REVISED:		2/22/77	
REVISED:		5/19/79-3	
REVISED:	7/1/87-12P	7/1/87-12P	7/1/87-12P
	10/17/86PC	10/17/86PC	10/17/86PC
REVISED:	11/13/87-3	11/13/87-3	
REVISED:	7/6/90-3	7/6/90-3	7/6/90-3
REVISED:	8/31/92PC	8/31/92PC	8/31/92PC
REVISED:	7/1/97P	7/1/97P	7/1/97P
	6/4/96PC	6/4/96PC	6/4/96PC
REVISED:	3/18/98UC	3/18/98UC	3/18/98UC
REVISED:	5/6/11PC	5/6/11PC	5/6/11PC