



# Metropolitan Government of Nashville & Davidson County

Department of Human Resources  
Invites Applications For The Position Of:

## Urban Forestry Program Manager #18010E

An Equal Opportunity Employer

**Open Competitive Job Announcement** Must apply on line at: [www.nashville.gov](http://www.nashville.gov)

**SALARY:** \$57,364.50 – \$65,970.44/Year

**ISSUE DATE:** 10/09/2017

**FINAL FILING DATE:** 10/30/2017

### **THE POSITION:**

This position will serve as the newly created Urban Forestry Program Manager that will be located in the Metro Water Services Stormwater Division. The primary duty of this position will be to manage and oversee the implementation of a consolidated urban forestry program to grow Metro's tree canopy. This position will convene and coordinate Metro agencies involved in tree planning, planting, protection, and/or care including but not limited to Parks, Public Works, Planning, General Services, and Codes. The position will also coordinate and facilitate urban forestry efforts with other governmental and non-governmental organizations (NGOs) as deemed beneficial to overall programmatic goals.

If you have applied for this position within the last six months, it is not necessary to re-apply. Your application is still on file for consideration.

**NOTE: An attached Resume is required.**

### **TYPICAL DUTIES:**

- Serve as the central contact for external engagement on tree issues with foundations, state and federal agencies, corporate partners, NGOs, advocates, and the City Council.
- Coordinate the development and implementation of an action plan to stem tree loss and increase Metro's urban forest.
- Track Metro's tree-related initiatives and routinely report to the Mayor on progress and challenges.
- Assist with budget planning and pursuit of innovative funding strategies for program implementation.
- Oversee the development of public outreach and engagement tools.
- Coordinate with agencies and/or NGOs to develop program branding.
- Assist in the development of standards, codes, and policies relating to tree planting and care.
- Assist in the implementation of Metro's green infrastructure programs.

### **MINIMUM QUALIFICATIONS:**

Bachelor's Degree from an accredited college or university in the field of Forestry, Landscape Architecture, Environmental Science, Planning, or closely related field and five (5) years of experience in the previously listed fields. \* A Master's Degree in one of these fields may substitute for two (2) years of experience \*

*Candidates with accreditations earned in a foreign institute are encouraged to apply.*

### **LICENSES REQUIRED:**

Valid Driver's License

### **PREFERRED EXPERIENCE, KNOWLEDGE, SKILLS AND ABILITIES:**

- Experience developing and implementing public policies or programs that span multiple government agencies.
- Understanding of the intricacies of urban tree issues – from maintenance and planting to development and regulatory challenges.
- Ability to navigate a complex set of stakeholders in Nashville, including multiple Metro agencies, NGOs, and community members.
- Accomplished written and oral communication skills with a proven capacity to synthesize information in a clear, concise, and compelling manner.
- Comfort with and understanding of performance tracking and metrics.
- Ideal candidate should have extensive experience with GIS software and be familiar with tree mapping and modeling programs.
- Proficient in use of Microsoft Office programs.

**Note: Per Metro Ordinance No. SO94-1078. All employees of the Metropolitan Government shall be residents of the State of Tennessee or become residents of the state within six (6) months of employment as a prerequisite to employment with the Metropolitan Government.**

**\*\*An Incomplete application or missing documents may result in disqualification. Fill in complete work history, do not attach resume in lieu of requested information.\*\***



Requests for ADA accommodation should be directed to David Sinor (615) 862-6735.