



STATE OF WYOMING  
invites applications for the position of:

**ENFD09-09304-Forestry Program Analyst  
(District Forester)-Pinedale/Lyman**

**SALARY:** \$23.82 - \$29.77 Hourly

**LOCATION:** Pinedale

**OPENING DATE:** 10/23/18

**CLOSING DATE:** Continuous

**DESCRIPTION AND FUNCTIONS:**



**Open Until Filled**

**GENERAL DESCRIPTION:**

The District Forester is responsible for the management of a five-county district and should be able to work independently with minimal supervision. This position will perform work related to the application of forestry practices including reforestation, timber management, surveying, fire protection and suppression, and other forest practices through implementation of the State Forest Resource Assessment and Agency Strategic Plan. The successful candidate should have a strong desire to develop cooperative projects, build relationships with partners, and collaborate with other agencies.

**Human Resource Contact: 307-777-5662**

**ESSENTIAL FUNCTIONS:** The listed functions are illustrative only and are not intended to describe every function which may be performed in the job level.

- Has overall responsibility for annual district or statewide program implementation in accordance with Division and Agency strategic plan.
- Supervises and/or leads professional services to private landowners, communities, agencies or groups for management plans, tree planting, marking, forest products utilization, and federal cost share programs, insect and disease problems, soil and water conservation, windbreaks, shelter belts, wildlife and land improvement.
- Conducts educational presentations for schools and other organizations.
- Provides leadership for cooperation with Federal and State agencies, counties, local governments, and other cooperators.
- Supervises one or more permanent personnel, and other fire suppression/management, seasonal contract, or volunteer personnel and/or, manages large and complex programs or budgets up; conducts performance evaluations.

- Interviews and makes hiring recommendations.
- Manages and supervises forestry job duties including but not limited to timber sale unit layout, timber marking, timber cruising, timber inventory, locating survey monuments, establishing property and timber sale unit boundaries, conducts insect and disease surveys and forest pest prevention and management on State and private land.
- Manages, supervises, reviews, and approves site specific, technical, written forest resource management plans, silvicultural prescriptions, and cost-share agreements for private and state forest lands.
- Responsible for timber sale, service, and other contract administration and problem resolution including consultation with higher level management.
- Supervises or manages community forestry, forest health and other forestry related activities.
- Serves in a leadership role in fire suppression/management activities to meet the needs of the Division.
- Maintains necessary certifications and licenses.

## **QUALIFICATIONS:**

### **KNOWLEDGE:**

- Knowledge of leadership skills.
- Excellent verbal and written communication skills and strong interpersonal skills.
- Skilled in the use of forestry field equipment and navigation in mountainous terrain.
- Knowledge of forest management, forest health, fuels, and community forestry principles.
- Knowledge of basic wild land firefighting principles and fire behavior.
- Skill in the use of software such as Microsoft Office, Google Apps for Business, and GIS.

### **MINIMUM QUALIFICATIONS:**

#### **Education:**

Bachelor's Degree (typically in Forestry)

#### **Experience:**

0-3 years of progressive work experience (typically in Forestry) with acquired knowledge at the level of a(n) Assistant District Forester

#### **Certificates, Licenses, Registrations:**

Possesses and maintains a valid driver's license.

Ability to achieve and maintain national certification (NWCG 310-1) for a minimum of firefighter type 2

**OR**

#### **Education & Experience Substitution:**

4-6 years of progressive work experience (typically in Forestry) with acquired knowledge at the level of a(n) Assistant District Forester

#### **Certificates, Licenses, Registrations:**

Possesses and maintains a valid driver's license.

Ability to achieve and maintain national certification (NWCG 310-1) for a minimum of firefighter type 2

## **NECESSARY SPECIAL REQUIREMENTS:**

## **PHYSICAL WORKING CONDITIONS:**

- Performs arduous physical activity for extended periods, and maintains required NWCG 310-1 physical fitness certification
- Position may require up to 20% travel

**NOTES:**

- FLSA: Non-Exempt
- All new hires or rehires starting in a non-exempt position on or after January 1, 2018 are required to be paid hourly.

**SUPPLEMENTAL INFORMATION:**

060 - Office of State Lands and Investments - Wyoming State Forestry Division

Wyoming State Forestry Website - <http://wsfd.wyo.gov/>

Click [here](#) to view the State of Wyoming Classification and Pay Structure.

URL: <http://agency.governmentjobs.com/wyoming/default.cfm>

The State of Wyoming is an Equal Opportunity Employer and actively supports the ADA and reasonably accommodates qualified applicants with disabilities.

*Class Specifications are subject to change, please refer to the A & I HRD Website to ensure that you have the most recent version.*

A complete listing of the State of Wyoming Classification and Pay Structure can be viewed at <http://agency.governmentjobs.com/wyoming/default.cfm>.

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Class Code #ENFD09  
 Job # 09304  
 ENFD09-09304-FORESTRY PROGRAM ANALYST (DISTRICT FORESTER)-PINEDALE/LYMAN  
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The State of Wyoming is an Equal Opportunity Employer and actively supports the ADA and reasonably accommodates qualified applicants with disabilities. No notice of eligibility will be sent to applicants who meet the minimum qualifications.

**ENFD09-09304-Forestry Program Analyst (District Forester)-Pinedale/Lyman Supplemental Questionnaire**

- \* 1. (AA) Which of the following best describes your highest completed level of education to date or within the next three (3 months)? (Transcripts may be required.)
- High School Diploma/GED/or Equivalent
  - Some college Coursework, No Degree Received
  - Associate's Degree
  - Associate's Degree and additional coursework
  - Bachelor's Degree
  - Bachelor's Degree and additional coursework

- Master's Degree
  - Master's Degree and additional coursework
  - Doctorate Degree
  - Doctorate Degree and additional coursework
  - None of the Above
- \* 2. (AA) Which of the following Quarter/Semester credit hours best describes your completed college education to date or within the next three (3 months)? (Transcripts may be required.)
- 45+ Quarter hours/30+ Semester hours
  - 90+ Quarter hours/60+ Semester hours
  - 136+ Quarter hours/91+ Semester hours
  - 180+ Quarter hours/120+ Semester hours
  - 225+ Quarter hours/150+ Semester hours
  - N/A
- \* 3. (ENFD09) Which of the following best describes your work experience in Forestry? Experience definition: (This experience includes, but may not be limited to, the following: forestry, agriculture, construction trades, Conservation of Wildland Resources, Environmental science, farm hand, fire suppression, Forest fire science, game warden with forestry experience, rangeland resources, geology, horticulture, landscape architecture, natural resources, range management, watershed sciences, wildlife biology, wood science and technology)
- No relevant experience.
  - Less than one (1) year of relevant experience.
  - One (1) to less than three (3) years of relevant experience.
  - Three (3) to less than four (4) years of relevant experience.
  - Four (4) or more years of relevant experience.
4. (AA) Describe your relevant experience in the box below.
- \* 5. Do you have a valid driver's license?
- Yes
  - No
- \* 6. Do you have the ability to achieve and maintain national certification (NWCG 310-1) for a minimum of firefighter type 2?
- Yes
  - No
7. (AA) VETERANS' PREFERENCE: If you are a war veteran as defined in section 101, Title 38, United States Code or are the surviving spouse of a war veteran who receives survivor benefits from the federal government based on the veteran's military service, and wish to claim veterans' preference, please attach the appropriate documentation substantiating your claim. Indicate below your appropriate veterans' preference status. By requesting veterans' preference, you are certifying that you meet the statutory requirements as described in the above disclosure.
- Current State Employee
  - Veteran - DD214 Attached
  - Disabled Veteran (10% or more) - DD214 and Veteran's Disability Determination Attached
  - Surviving Spouse of a Deceased Veteran - DD214 and proof of Survivor Benefit Attached
  - None of the above
- \* 8. (AA) VETERANS' PREFERENCE DISCLOSURE: PER WYOMING STATUTE, current employees of the State of Wyoming are not eligible for veterans' preference. If you are not a current employee of the State of Wyoming, to be eligible to receive veterans' preference you MUST have been a resident of the State of Wyoming for a period of one (1) year or more at any time prior to submitting this application. I have read and understand the veterans' preference disclosure.
- Yes
  - No
  - I am not a veteran
- \* 9. (AA) Please be advised that an incomplete application WILL NOT be considered for employment. An attached resume' is not required and is not an acceptable substitution for a completed application.

Some State of Wyoming agencies use E-Verify, an Internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about E-Verify, including your rights and responsibilities at <https://www.uscis.gov/e-verify>. I have read and understand the above statement.

Yes

No

\* Required Question