



DOUGLAS COUNTY (WI)
1316 N. 14th Street, Suite 301
Superior, WI 54880
<http://douglascountywi.org>

Inventory Forester/GIS Specialist

An Equal Opportunity Employer

Online applications can be submitted until 11:59 pm on the closing date.

SALARY: \$25.68 - \$29.35 Hourly
\$53,414.40 - \$61,048.00 Annually

OPENING DATE: 11/11/21

CLOSING DATE: 12/12/21 11:59 PM

DESCRIPTION:

Douglas County Forestry Department, a recognized leader in forest management information system technologies, is currently seeking a full-time Inventory Forester/GIS Specialist to help manage the largest County Forest land base in the State of Wisconsin. The primary purpose of this position is to provide expertise and leadership in all matters of forest inventory.

Responsibilities include annual inventory plan development, inventory design and analysis, field data collection and compilation, updating inventory records, maintaining spatial tabular databases, and hiring and supervising seasonal forest inventory staff. Other duties include leading the development, maintenance, use, and integration of GIS, GPS, data recorder, and related technologies to support forest management program needs and providing training and technical assistance to staff and field personnel in the application of forestry information systems. This is a diverse position, with opportunities for growth in many areas related to forest management, forest inventory and analysis, and forestry information system technologies.

2022 Wages: Hourly: \$26.20 - \$29.94; Annually: \$54,496 - \$62,275
+ *Plus an excellent comprehensive benefits package.*

ESSENTIAL DUTIES:

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1. Lead and manage the forest inventory program; including annual inventory plan development, designing data collection policies and procedures, field data collection, data analysis, and database integration.
2. Recruit, hire, and supervise seasonal forest inventory staff; provide training, direction, assign work, and review performance.
3. Conduct regular forest compartment and stand level inventory updates utilizing the Wisconsin Forest Inventory and Reporting System (WisFIRS).
4. Monitor, track, and report on staff assigned annual inventory program goals and accomplishments; assign and coordinate inventory program work with partnering agencies and monitor progress. Evaluate results and program accomplishments and make recommendations for program improvements.
5. Develop, maintain, and integrate timber resource growth and yield models, standard planned treatment assignments, and assist with determination of annual harvest levels and track timber sale accomplishments.
6. Interface with field foresters on inventory program needs and analysis, and provide technical assistance for timber sale cruising and land ownership boundary determination.

7. Serve as a technical resource on forest health monitoring, suppression, and prevention activities. Assist with planning, scheduling, and directing forest insect and disease detection, evaluation, suppression, and prevention activities.
8. Lead the development, maintenance, use, and integration of the information technology program (GIS, GPS, data recorders, and related technologies) to support program needs.
9. Develop, maintain, and expand GIS spatial data including, data standardization, data quality control, data updating, storage and archiving, and end user support.
10. Produce maps and other mapping products to internal and external customers.
11. Analyze new or emerging technologies and provide guidance for integration into existing systems and assist with technology program annual budget planning and development.
12. Serve as a technical resource and provide support to other team members on information system technologies.
13. Assist with SFI and FSC forest certification program compliance and participate in program audits.
14. Assist other team members with timber sale establishment, including sale layout, cruise design, and timber marking; assist in forest recreation and wildlife habitat planning and development projects.
15. Enforce County ordinances, policies, and regulations. Make reports to the Forest, Parks, and Recreation Committee.
16. Provide customer service to the public regarding Department programs and functions, forest management activities, land-use policies, and recreational offerings.
17. Prepare materials and present at conferences, meetings, school/local functions. Partner and coordinate with State, Federal, and other agencies to achieve maximum program objectives.
18. Assist in the standard maintenance of Department facilities, vehicles, and equipment.
19. Assist with wildfire suppression and prescribe burning programs.
20. Perform other duties as assigned.

The ideal candidate will have effective communication skills, excellent customer service skills, positive enthusiastic attitude, passion for forestry, and strong relationship building skills with colleagues, partners, contractors, and the general public. We are looking for a highly motivated team player with a drive for success and a desire to make a lasting contribution to the Douglas County Forest.

MINIMUM QUALIFICATIONS:

Bachelor of Science Degree in Forestry, Natural Resources, or related field from an accredited University or College. Two years of related work experience and/or training in forestry, forest inventory and analysis, and/or GIS/GPS applications preferred but not required. Or any equivalent combination of education and work experience that provides equivalent knowledge, skills, and abilities required to successfully perform essential duties and responsibilities of the position.

SUPPLEMENTAL INFORMATION:

Environmental working conditions:

Approximately 70% of this position is performed within an office setting with the remaining 30% being performed in a field-based environment. The typical field-based setting requires exposure to extreme and inclement weather conditions and often uneven, difficult terrain. Seasonal winter conditions often include ice, snow, and extreme cold. Seasonal summer conditions often include extreme heat, humidity, and exposure to biting and disease carrying insects.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to sit for long periods of time using office equipment and computers. This sedentary work includes spending long hours working with data and other information which requires attention to detail and high levels of accuracy. At times, field work will include performing physical exertion for extended periods walking through natural terrain, including but not limited to, walking, lifting, bending,

pushing, pulling, sitting, standing; and reaching, grasping, talking, hearing, and seeing. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift up to 100 pounds and apply up to 500 pounds of force to push, pull or otherwise move objects. The employee is frequently required to walk, stand, talk, hear, see, and perform repetitive motions. The employee must also have the physical ability, in all types of weather conditions, to operate four-wheel drive vehicles, all-terrain vehicles, and snowmobiles.

TESTING REQUIREMENTS:

Must possess a valid driver's license. Structured interview and background investigation required.
Must pass a pre-employment physical examination.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://douglascountywi.org>

Job #InvenForester11-2021
INVENTORY FORESTER/GIS SPECIALIST
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OUR OFFICE IS LOCATED AT:
1316 N. 14th Street, Suite 301
Superior, WI 54880
715-395-1429

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Inventory Forester/GIS Specialist Supplemental Questionnaire

1. QUESTIONS 2 - 8: Providing responses to the following questions is required for your application to be considered complete.

- * 2. Do you possess a valid driver's license?
 Yes No

- * 3. Do you possess a Bachelor's Degree in Forestry, Natural Resources, or related field from an accredited University or College?
 Yes No

- * 4. Please indicate your major field of study. Include any other degrees held, type(s) and major field(s) of study.

- * 5. Do you have any related work experience and/or training in forestry, forest inventory and analysis, and/or GIS/GPS applications? NOTE that you do not need experience in this area to be qualified or considered for this position.
 Yes No

- * 6. How many years of work experience and/or training in forestry, forest inventory and analysis, and/or GIS/GPS applications do you have?
 None
 1 to 2 years
 3 to 5 years
 5 to 10 years
 More than 10 years

- * 7. In a brief response, indicate the nature and duration of your experience (e.g. student enrolled in an academic training course or camp; internship; limited-term employment;

volunteer opportunity; or full-time professional position). If no experience exists, write "None".

- * 8. Do you have any experience leading or supervising others or have you completed any leadership development type programs or trainings? NOTE that you do not need experience in this area to be qualified or considered for this position. If yes, please briefly describe your experience.

- * 9. ANSWERING QUESTIONS 10 – 11: The following questions will help you describe your experience and/or education/training as it relates to the position. Responses to each narrative question are limited. The use of bulleted lists in your responses is highly encouraged. In your response, please include all of the following information: • Your specific role in each of the areas listed. • Geographical region where the work was performed (e.g., Great Lakes Region, Plains States, Rocky Mountain States, Northeastern States, etc.). • The type of project that the work was performed for.

- * 10. Please briefly describe your field experience or education/training with standard forestry inventory and analysis (if no field experience exists, write "None"), including: 1. Forest inventory planning and design. 2. Forest inventory field data collection. 3. Forest inventory data quality assurance and quality control. 4. Forest inventory data analysis (describe processes and methods used to analyze data). 5. Producing technical reports from forest inventory data. 6. Directing the work of others collecting forest inventory data.

- * 11. Please briefly describe your experience or education/training with GIS/GPS and other related technologies, please rate your user skill level of each as beginner, intermediate, or advanced (if no experience exists, write "None"), including: 1. Database development and management. 2. GIS analysis and mapping. 3. GPS technology. 4. Data recorders/field computers. 5. ESRI ArcMap 10.x GIS software. 6. Microsoft Excel and Microsoft Access software. 7. Providing technical assistance and training to others on GIS/GPS and/or related technologies.

- * Required Question