



F&W Forestry US - Regional Manager Job Description

Job Title

Regional Manager

FLSA Classification

Exempt, Executive

Work Class

M1, M2

Employment Classification

Regular Full-Time Employee

Department

Forest Operations

Location

Sandpoint Idaho

Supervisor

US Forest Operations Manager

Position Overview

Summary

- Oversee all aspects of field operations, office procedures, and business promotion of a Regional Forestry Office.
- Manage and procure clients, personnel, budgets, and assets.

Objectives

- Provide clients with information and services in a timely, cost-effective, and quality manner.
- Maintain services and existing staff performance at a high quality standard.
- Continue development and training of an effective staff.
- Develop new business, both with existing clients and new clients.
- Develop budget and manage job inventory, accounts receivable, assets, and costs.

Essential Functions

Field Operations

- Promote a positive and safe work environment.
- Develop, train, support, supervise and provide leadership to an effective staff.
- Be knowledgeable of all field operations.
- Perform or supervise forest-related activities (timber sales, inventories, etc.)
- Complete or supervise all facets of preparing forest management plans.

- Maintain and safely operate company vehicle
- Meet with landowners to provide forest management recommendations
- Assist with, and supervise, fire suppression activities such as engine dispatch and administration

Office Procedures

- Oversee all regional office operations to ensure compliance with company policies and procedures.
- Complete and deliver staff performance evaluations.
- Supervise budget and responsibly manage business financials
- Supervise and review project bidding and monitoring.
- Operate various computer programs.
- Supervise all aspects related to conducting a proper timber sale (contract preparation, log markets, insurance certificates, etc.)
- Plan and coordinate activities with staff and contractors
- Review of outputs (management plans, timber appraisal reports, etc.)
- Coordinate activities and communication with clients, government agencies, and other engaged parties.

Business Promotion

- Create new business, including working with staff to encourage and design business development procedures.
- Establish and maintain involvement in forestry-oriented organizations.
- Make presentations to enhance forestry knowledge and promote the company.
- Maintain and promote good relations with clients, contractors, government employees, etc.
- Provide clients with information and services in a timely and cost-effective manner.
- Meet new potential clients and establish new relationships.
- Maintain professional conduct.

Supervisory Responsibility

- This position supervises Client Managers, Foresters, and administrative staff within their assigned responsibilities.

Required Education and Experience

- Bachelors of Science degree in forestry or closely affiliated field.
- Minimum 10 years of experience in forestry and 3 years in a supervisory role.

Qualifications

- Possess excellent written and oral communication skills (suitable for interaction with clients, employees, agency personnel, etc.)
- Working knowledge of Federal, State, (including Forest Practices Acts) and local laws as they pertain to forest management operations.
- Knowledge of regional silviculture, inventory procedures, land survey information, forest entomology and pathology, forest harvest techniques, and GIS (Geographic Information Systems) programs.

- Preferred SAF (Society of American Foresters) Certified Forester and/or an ACF (Association of Consulting Foresters of America) designated forester, which can be acquired after hiring date.

Work Environment

- This job operates in a professional office environment and outdoors in various environmental conditions.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Must be able to carry 5 to 10 pounds of equipment over long distances for extended periods of time. Must be able to traverse distances over several miles on uneven and difficult terrain.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Expected Hours of Work

- Days and hours of work are Monday through Friday, 7:00 a.m. to 5 p.m. Occasional evening and weekend work may be required as job duties demand.

Travel

- Daily local travel with some overnight travel.

Contact

- Submit all resumes/cover letters via email to apply@fwforestry.com