



FOREST AND FIRE BUREAU CHIEF

POSITION INFORMATION

Working Title: FOREST AND FIRE BUREAU CHIEF

Department: Nebraska Forest Service-0889

Requisition Number: F_190156

Posting Open Date: 9/11/2019

Application Review Date:
(To ensure consideration,
please submit all
application materials
before review date) 10/18/2019

Open Until Filled: Yes

DESCRIPTION OF WORK:

Responsibilities include administering and leading the Forestry and Fire Program; providing statewide leadership in developing and implementing programs to improve Nebraska's forests and trees; working with state, federal, local officials and stakeholders including Natural Resource Districts and landowners to accomplish program goals and objectives.

General Duties:

- Serve as Nebraska Forest Service (NFS) Leader, providing strong leadership by ensuring an inclusive culture within the NFS (specifically in the rural forestry, forest products and wildfire programs) that appreciates and recognizes all contributions to the team, encourages collaboration and innovation, and engages the abilities of all to fully realize the potential of the team, and of each team member.
- Serve as NFS Leader, providing strong leadership in rural forestry, forest products and wildfire programs.
- Supervise NFS faculty, staff and seasonal employees related to wildland fire, rural forestry and forest products.
- Administer, develop and manage NFS forestry grant programs. Moreover, managing financial resources responsibly to maximize the effectiveness of those resources, exhibiting fiscal discipline and utilizing best fiscal management practices.
- Actively seek external funding for program/project implementation.
- Assist with synthesizing a vision for the NFS with input from faculty, staff, and stakeholders that encompasses all programs within the NFS, seeks and deploys personnel and financial resources strategically, and is continuously examined for relevancy and refreshed as needed.



Specific Duties

- Provide statewide leadership in developing, implementing and monitoring all rural forestry, forest products and wildland fire programs.
- Coordinate with appropriate government agencies, non-governmental organizations, businesses, and other stakeholders to accomplish program objectives and administer partner-based programs.
- Supervise forestry faculty and staff, including work planning, reporting, and performance evaluations.
- Assist with policy issues, strategic planning, and accomplishment reporting for the NFS.
- Manage appropriate grant programs, including planning, monitoring, financial tracking, and performance reporting.
- Initiate and lead forestry and wildland fire projects from development to implementation.
- Direct/assist with design and implementation of forestry educational efforts and initiatives.
- Develop and implement a comprehensive strategy (consistent with the NFS and IANR Strategic Plans) to expand traditional and emerging opportunities for Nebraska forest resources.
- Work closely with federal, state and local agencies, organizations, businesses, funders, individual entrepreneurs to proactively develop and expand traditional, and non-traditional forest markets. Furthermore, ensuring opportunities are open to all, programs are inclusive of all constituencies, and that every effort is made to engage diverse audiences, especially those that are traditionally underrepresented.
- Work with partners to conceive, develop and implement successful external funding proposals and projects that expand forest markets and utilization opportunities.
- In conjunction with the US Forest Service, coordinate periodic surveys of the NE forest products industry, primary and secondary wood product processors, analyze data and develop reports/directories to facilitate the marketing and utilization of Nebraska wood products.
- Direct technical and informational assistance to Nebraska forest industry, agency partners, other organizations and individuals to expand and/or improve forestry, marketing of products and utilization.
- Stay current on environmental, regulatory and incentive policies and programs and as they affect forestry in Nebraska. Advise the NFS on how it should be positioned to best capitalize on these policies, programs and markets.
- In consultation and coordination with the NFS State Forester and other NFS Program Leaders, identify rural and urban tree and forest priorities.
- Design, implement and manage all inventory programs and methodologies.
- Work closely with NFS GIS Specialist to ensure forest data can be used in geospatial applications as appropriate.
- Be proficient in using various analytical tools to analyze and manage forest and other inventory data.

Other Duties

- Serve on NFS Leadership Team and Executive Management Team and other ad hoc committees as needed to jointly develop, revise and implement NFS strategies, direction, programs, staffing and administration.
- Serve as Acting State Forester as requested.
- Other duties as assigned.



MINIMUM REQUIRED QUALIFICATIONS

- 1) Bachelor's degree in forestry, natural resources, fire sciences or related field.
- 2) Six years of professional experience in forestry or natural resources, which includes program, project and organizational administrative experience.
- 3) A proven record in technical program management and program administration.
- 4) Excellent knowledge of forestry and forest management practices.
- 5) Ability to work independently and at a high level of proficiency.
- 6) Ability to manage and oversee programs, projects, operations, and staff.
- 7) Experience in defining, guiding, implementing strategic & operational planning and management activities.
- 8) Demonstrated ability to engage and foster partner support.
- 9) Excellent communication, planning, interpersonal, technology and administrative skill set.
- 10) Experience providing accurate and complete programmatic reports.

PREFERRED QUALIFICATIONS

- 1) Bachelor's degree in forestry plus 10 years professional experience or Master's degree in forestry or closely related natural resource with 5 years professional experience.
- 2) A proven record in developing and successfully implementing short to medium-term projects and programs goals.
- 3) Knowledge of Incident Qualification System (IQS) and Resource Ordering and Status System (ROSS).
- 4) Experience and proven record in successful grants writing and preparation.
- 5) A history of identifying, defining and implementing new program opportunities.
- 6) Experience in defining, guiding and implementing strategic and operational planning and management activities.
- 7) Experience in organizing, developing and delivering public presentations, events, publications and other media, and other information and education activities.
- 8) A proven record of supervisory experience and staff administration.

How to Apply: Go to the following website: <https://employment.unl.edu/postings/66408>

Click "Apply to this job" and complete the information form. Attach a letter of interest, curriculum vitae, and contact information for three professional references. As an EO/AA employer, qualified applicants are considered for employment without regard to race, color, ethnicity, national origin, sex, pregnancy, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, marital status, and/or political affiliation. See <http://www.unl.edu/equity/notice-nondiscrimination>.

**For questions
or accommodations
related to this
position contact:**

Steven Jara
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402-472-6692



Job Category (old): Faculty Non-Tenure Leading

Job Type: Full-Time

**Position funded by grant
or other form of
temporary funding?** NO

Planned Hire Date: To be arranged

REQUIRED DOCUMENTS

1. Letter of Interest
2. Curriculum Vitae
3. List of References