



STATE OF WYOMING
invites applications for the position of:

ENFM08-2021-00999-Cooperative Resource Forester-Cheyenne

SALARY:	\$23.38 - \$30.13 Hourly
LOCATION:	Cheyenne
OPENING DATE:	06/14/21
CLOSING DATE:	Continuous
DESCRIPTION AND FUNCTIONS:	



To apply, visit this link: [ENFM08-2021-00999-Cooperative Resource Forester-Cheyenne](#)

Open Until Filled

GENERAL DESCRIPTION:

The Office of State Lands and Investments, Wyoming State Forestry Division (WSFD), is seeking a Cooperative Resource Forester to provide statewide technical assistance, training, educational resources, and support to communities, organizations, and Wyoming citizens on forest management issues and topics. The Cooperative Resource Coordinator also assists with the administration of grants and special projects.

This position is located in Cheyenne, Wyoming. Cheyenne is a full-service community home to over 60,000 residents. Cheyenne is near four-season outdoor recreation areas, including the Snowy Range and the Medicine Bow National Forest, and home to world-class rock climbing at Vedauwoo. In addition, the location provides convenient access to the Colorado Front Range communities, including Fort Collins and Denver and Denver International Airport. Wyoming is one of only seven states with no state income tax.

Human Resource Contact: Stacie West, 307-777-6434, stacie.west1@wyo.gov

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

- Provides direction and assistance for conservation education through Wyoming Project Learning Tree and other educational programs and organizations.

- Coordinates the Wyoming Champion Tree Program, including maintaining the Wyoming Big Tree Register, receiving and approving nominations, and corresponding with the national Big Tree Register program.
- Assists with Tree City USA certification program and attends and presents Tree City awards at Arbor Day celebrations in communities.
- Assists in coordination of the Community Tree Managers Focus Group and Northern Rockies Tree School.
- Assists in coordinating the Living Snow Fence program, which includes working with other state agency partners and cooperators.
- Works with field staff and program managers with field day coordination statewide on an annual basis.
- Collaborates with the Stewardship Forester to promote and audit Forest Stewardship Plans as needed.
- Coordinates with WSFD staff to assist in updating and maintaining the Best Management Practices (BMP) manual, as well as corresponding BMP audits, as needed.
- Works with the Outreach Forester to promote WSFD in various forms of media, including Backyards and Barnyards publications and the annual report.
- Conducts native and exotic insect disease surveys.
- Assists with the administration of sub-grants and with the completion of special grant-funded projects.
- Works with the national Firewise program and Wyoming communities in coordination with the Fuels program.
- Performs Federal Excess Personal Property (FEPP) and Firefighter Property Program (FFP) inspections as needed.
- Participates in all the major programs within the division, including Forest Stewardship, Urban and Community Forestry, Forest Health, and the Fuels program.
- Provides written and electronic documents, brochures, newsletters, reports, website and social media updates, press releases, and other resources for field staff, cooperators and constituents, and news media.

QUALIFICATIONS:

KNOWLEDGE:

- Knowledge of forest management, botany, plant pathology, physiology, and genetics.
- Knowledge of insect and disease identification and control methods.
- Knowledge of proper urban forestry planning practices.
- Knowledge of superior tree selection and propagation.
- Skills in oral and written communications.
- Strong public relations and interpersonal skills.
- Skills in creating educational and informational materials for displays, print, speeches, and training courses.
- Skills in communicating and presenting to diverse groups.
- Skills in the use of Microsoft software, including Word, Excel, Access, and PowerPoint.
- Ability to provide program assistance in all aspects of Forest Management.
- Ability to exercise independent judgment and function with minimal supervision.

MINIMUM QUALIFICATIONS:

Education:

Bachelor's Degree (typically in Forestry)

Experience:

0-2 year of progressive work experience (typically in Forestry)

Certificates, Licenses, Registrations:

Possesses and maintains a valid driver's license

OR**Education & Experience Substitution:**

3-5 years of progressive work experience (typically in Forestry)

Certificates, Licenses, Registrations:

Possesses and maintains a valid driver's license

NECESSARY SPECIAL REQUIREMENTS:**PHYSICAL WORKING CONDITIONS:**

- This position may require frequent statewide travel.

NOTES:

- FLSA: Non-Exempt

SUPPLEMENTAL INFORMATION:

060-Office of State Lands and Investments - 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>.

Class Code #ENFM08

Job # 2021-00999

ENFM08-2021-00999-COOPERATIVE RESOURCE FORESTER-

CHEYENNE

SW

See Human Resource Contact Information in the General Description Section Statewide, WY 82002

Fax: (307) 777-6562

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.

ENFM08-2021-00999-Cooperative Resource Forester-Cheyenne 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. (ENFM08) 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, but willing to learn
 - Less than one (1) year of relevant experience.
 - One (1) to two (2) years of relevant experience.
 - Two (2) to three (3) years of relevant experience.
 - Three (3) 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. (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

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) 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