



Stewardship Forester

Permanent Full Time (40 hours per week)

\$65,000-\$75,000 per year

A competitive benefits package

Thurston Conservation District (TCD) promotes non-regulatory and voluntary stewardship among private landowners in Thurston County. Our services are free to the residents of our County. We are committed to finding all applicable resources and coordinating them so that they meet the needs of local land users for the conservation of soil, water, and related resources.

The Stewardship Forester works with non-industrial private forest landowners providing technical assistance and best management practice specifications and writing forest management plans. This position provides site specific professional forest management guidance to support individual landowner objectives, including recommendations regarding forest management, urban forestry, wildfire risk assessments/prevention techniques, wildlife habitat, and water quality.

This is a self-directed professional position responsible for assessing and responding to landowner and land manager needs and requests. This position will also support and lead TCD forest stewardship program development, including tracking emerging needs, writing proposals for funding, and managing those projects. The Stewardship Forester also collaborates with local agencies and other conservation districts to develop and deliver educational programs and materials for private forestland owners. On a regular basis, it is expected that this position will proactively coordinate with other conservation district foresters and technical experts in SW Washington and statewide. The Stewardship Forester is independently responsible for program implementation throughout Thurston County.

PRIMARY FUNCTIONS:

- Write comprehensive Forest Management/Stewardship Plans that meet requirements set forth by:
 - Washington State Integrated Forest Management Plan Guidelines & Template
 - NRCS CAP106 Guidelines
- Provide on-site (site-specific) forestry and wildlife habitat technical assistance.
- Work collaboratively with tribal/ federal/state/local agencies, private landowners, and TCD staff to achieve conservation goals.
- As feasible, assist landowners interested in participating in cost-share or other funding programs.
- Participate in program outreach and forestry educational events.
- Coordinate activities to meet program objectives and grant requirements on time and within budget. Document activities and accomplishments and prepare program reports.
- Perform office and administrative tasks for the forest stewardship program. Activities include maintaining and updating program and project records, processing expense documentation, and assisting with grant activity documentation, billings, and close-out reports.
- Track, evaluate, and report activities to demonstrate impact.
- Be familiar with standard forestry tools, equipment, and harvest operation practices.
- Build trusting, long-term relationships with residents of Thurston County.
- Participate in local working groups /meetings as a representative of TCD.
- Assist with project development and grant writing to secure funds for the forest stewardship program and projects, urban forestry programs/projects, and related habitat restoration or other projects.

Minimum Qualifications

- Bachelor's degree in forestry or another related natural resource field with a minor in forestry/forest management from an accredited program. Additional years of relevant work experience can substitute for a degree; please address this in your cover letter.
- A minimum of five years of professional experience in any combination of forestry, forest management, urban forestry, silviculture, terrestrial/plant ecology, or upland habitat restoration; or a combination of education, training, and experience that demonstrates the ability to perform the duties of the position.
- Proficient with computers, tablets, Outlook, and Microsoft Suite to write reports, track progress, and prepare and record field and technical data using Microsoft Office Suite (MS Word, Excel, Access, PowerPoint).
- Experience in technical, grant, and analytical writing skills.
- Program management experience or equivalent experience designing, implementing, and managing complex projects.
- Strong ability to communicate effectively, both verbally and in writing, with diverse groups of landowners, farmers, community organizers, and government/stakeholder partners. Ability to communicate sometimes complex science to community members in understandable language.
- Ability to coordinate multiple projects and timelines with flexible scheduling.
- Ability to maintain accurate records regarding time-keeping and authorized expenses.
- Ability to organize and plan your own schedule of activities related to work goals.
- Have, or be able to obtain, a valid state driver's license.
- Ability to work some weekends, evenings, and occasionally more than 40 hours in a week.
- Proficiency with using GIS.
- Certification through Society of American Foresters or International Society of Arboriculture preferred.

This is a broad description of the qualifications for the Stewardship Forester position. We do not expect any single candidate to possess all the qualifications listed. Research tells us that some individuals will only apply to roles if they meet all the listed qualifications, but we will train you and we expect you to learn in the role. We are looking for team members who round out our current skill base. If this is you, we encourage you to apply.

EQUAL OPPORTUNITY EMPLOYER:

Here at Thurston Conservation District our employees and the people we serve come from all walks of life. We strive to hire great people from a wide variety of backgrounds. Having a diverse workforce is the District's greatest resource of strength and knowledge. All qualified applicants receive consideration for employment without regard to race, ethnicity, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. Please let us know if you need accommodation to participate in the application process.

SCHEDULE & WORKING CONDITIONS:

This position is permanent, overtime non-exempt, and full-time (40 hours per week) with flexible hours that are a mix of office, remote, and field-based work. Local and out-of-town travel, occasional evening, and weekend hours are possible. Employees are provided with the necessary TCD-owned equipment to perform their job responsibilities in the field.

This position description represents a general outline of the job duties, essential functions, and minimum required qualifications and is not intended to be comprehensive in nature. Specific statements of duties not

included do not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the District as the needs of the District and requirements of the job change. Eligibility for this position is contingent upon the individual's ability to perform the essential functions with or without reasonable accommodation. This position requires frequent sitting and standing.

COMPENSATION AND BENEFITS:

This position is budgeted for an annual salary starting between \$65,000 and \$75,000 depending on the applicant's qualifications. The Thurston Conservation District observes thirteen (13) paid holidays (including two personal holidays). Employees also accrue sick and vacation leave. The District offers medical, dental, vision, and life insurance coverage for employees. Participation in regular professional development opportunities is strongly encouraged and supported. This position is represented by WSCCCE Council 2. The current Collective Bargaining Agreement can be found here:

<https://www.thurstoncd.com/wp-content/uploads/2020/04/Collective-Bargaining-Agreement.pdf>

TO APPLY:

Please include the following in your application package:

1. Resume
2. Cover letter
3. Three (3) professional/educational references

Be sure to describe your interest and unique qualifications for the position and the skills that you bring to the Conservation District team. Your cover letter is not to exceed one page. Letters of recommendation may be included.

Send electronically (*please no paper copies*) to: ***job-applications@thurstoncd.com***

Please include: **Stewardship Forester – YOUR NAME** in the subject line. **Priority application deadline is December 15th, 2023.**

**We sincerely thank you for your interest in joining the
Thurston Conservation District team**