



State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Northern	Forestry Technician (PI)	549-690-1085-902
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Gold Fields	Forestry Technician	R08
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Natural Resources	Gold Fields District	
STATE HOUSING: (Check one)		IMMEDIATE SUPERVISOR
☐ Housing is required ☐ Housing may be required		Senior Environmental Scientist
☒ Housing is not available		
SENSITIVE POSITION DESIGNATION: (Check if applicable)		
☒ Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961		
POSITION DESCRIPTION		
Under close supervision from the Senior Environmental Scientist (Supervisory) and working cooperatively with the District Environmental Scientists (DES), the Forestry Technician assists natural resource management staff in the District in implementing projects for the protection, restoration, and management of natural resources in support of the State Parks Wildfire and Forest Resilience Program. The position works closely with seasonal field staff and contracted labor crews conducting technical resource management. The Forestry Technician participates in prescribed fire as part of the district's burn team		
ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
40%	FOREST HEALTH Assist in all aspects of forestry management tasks: planning, crew coordination, herbicide use, tree felling, prescribed fire, and reporting. Conducts forest health and fire fuels management within the District. Conducts non-native, invasive species control. Control exotic plant infestations using manual, mechanical, and chemical (herbicide) methods. Identifies and reports, for tracking purposes, exotic plant treatment areas. Performs seed collection and revegetation. Uses power tools such as chainsaws for tree removal and related work.	
30%	NATURAL RESOURCE MANAGEMENT Maintains tools, equipment, vehicles, and facilities, and performs routine inspections and preventative maintenance. Assists the District Environmental Scientist (DES) with the implementation and completion of funded natural resource projects. Operates GPS units, digital cameras, hand tools, and other equipment to support natural resource management activities. Identifies native and invasive plants and animals and applies applicable federal, state, and local regulations (e.g., U.S. Fish and Wildlife Service, air quality, herbicide regulations) during field operations.	
15%	NATURAL RESOURCE MAINTENANCE Repair and maintain fencing and signs. Water restoration areas. Removes weeds from restoration sites. Participates in prescribed fire and on the district's burn team.	
5%	SAFETY Performs all duties safely and in compliance with Department policies and the District's Injury and Illness Prevention Program (IIPP). Attends required tailgate safety meetings and safety training. Operates a variety of equipment, including pickup trucks, mowers, and gasoline-powered tools, in a safe and responsible manner. Uses appropriate personal protective equipment (PPE) and	

	wears seat belts while operating or riding in vehicles. Maintains a safe, clean, and organized work area. Identifies, reports, isolates, and/or corrects hazardous conditions that may pose a risk to park visitors or employees. Reports all work-related injuries, including minor injuries, to the supervisor as soon as possible.	
5%	ADMINISTRATION Document natural resource projects by recording work, taking photographs, collecting spatial data; use daily work forms and other assessments. Prepare reports. Submit monthly vehicle driving and maintenance logs. Assist in preparing purchasing lists for vehicles, fire cache and hand tools as needed. Track and maintain inventory of supplies, equipment and tools as needed for field work and facility tasks. Compile and file routine maintenance and inspection records of all small engine tools.	
MARGINAL FUNCTIONS:		
%	TASK/DUTIES	
5%	Other job-related duties as assigned and necessary for operational continuity. Attend staff meetings and trainings and prepare administrative paperwork to meet operational needs.	
TYPICAL WORKING CONDITIONS		
TELEWORK DESIGNATION		
This position is designated as: (Check one)		
☐ Telework Eligible – Office Centered ☐ Telework Eligible – Remote Centered ☒ Not Telework Eligible		
SPECIAL REQUIREMENTS:		
Possession of a valid class C driver's license is required.		
The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.		
SUPERVISOR STATEMENT:		
I CERTIFY THIS DUTY STATEMENT REPRESENTS AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION. I HAVE DISCUSSED THE DUTIES OF THIS POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE WITH A COPY OF THIS DUTY STATEMENT.		
SUPERVISOR NAME (PRINT OR TYPE)	SUPERVISOR SIGNATURE	DATE
EMPLOYEE STATEMENT:		
I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT.		
EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE