



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Northern	Forestry Technician	549-642-1085-902
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Sonoma Mendocino Coast	Forestry Technician	R08
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Mendocino Sector	Russian Gulch District Head Quarters	
STATE HOUSING: (Check one)		IMMEDIATE SUPERVISOR
☐ Housing is required ☒ Housing may be required ☐ Housing is not available		Senior Environmental Scientist (Supervisory)
SENSITIVE POSITION DESIGNATION: (Check if applicable)		
☒ Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961		
POSITION DESCRIPTION		
Under the close supervision of the Senior Environmental Scientist, incumbents will perform routine technical resource management assignments of average difficulty. Incumbents will perform basic fire control assignments during fire season and occasionally at other times. Incumbents may receive additional training, as required, to perform their assigned functions, in such areas as introduction to surveying, map reading, cruising, dendrology, and basic program areas. Tasks will further Natural Resources Program projects and programs as identified by the Senior Environmental Scientist (Supervisory), in support of District Wildfire and Forest Resilience Program. The reporting location is Russian Gulch district office.		
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 MANAGEMENT Assist in all aspects of forestry management tasks: planning, crew coordination, herbicide use, tree felling, prescribed fire, and reporting. Performs forest management projects involving the treatment of diseased forests and the thinning of overstocked forests, primarily in old-growth and second-growth redwood stands within a variety of state parks. Fells dead and diseased trees, bucks logs, constructs burn piles, and conducts pile burning in accordance with established safety and environmental guidelines. Performs basic prescribed fire assignments during the non-fire season and, as needed, throughout the year. Responds, as needed, to wildfires in support of incident operations by serving as a State Park Resource Advisor. Conducts forest management activities including forest thinning, forest inventory, Wildland Urban Interface maintenance, invasive weed control, insect monitoring, and sensitive species monitoring. Assists with permit compliance, purchasing, online tracking and reporting, forest plan development, and district pre-fire planning and inspections.	
35%	NATURAL RESOURCE MANAGEMENT Performs natural resource management activities including erosion control, invasive weed eradication, endangered species management, nesting bird surveys, and other resource stewardship projects. Operates and maintains hand and power tools, including chainsaws, pole saws, weed whips, mowers, and other equipment, in accordance with established safety procedures. Identifies plants, wildlife, and sensitive species and applies applicable federal, state,	

	and local regulations, including those related to the U.S. Fish and Wildlife Service (USFWS), air quality, and herbicide use, to support resource protection and management objectives.	
20%	ADMINISTRATION Timely compliance with agency procedures: timesheets, vehicle inspections, mileage logs, work reports, purchasing, tracking work progress, etc. Maintains equipment in clean and working condition. Attends weekly core staff meetings and participates in regular safety meetings.	
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		
Lifts and carries heavy loads while performing field operations in rugged terrain and under varying environmental conditions. Exposure to poison oak and wildlife, exposure to smoke and fire during burning operations, and exposure to sun, wind, and other weather conditions.		
TELEWORK DESIGNATION		
This position is designated as: (Check one)		
☐ Telework Eligible – Office Centered ☐ Telework Eligible – Remote Centered ☒ Not Telework Eligible		
SPECIAL REQUIREMENTS:		
Incumbent must attend (at employer's expense) and pass Basic Firefighter training within 12 months of hire and must pass, within 1 month, the fire community's standardized Moderate Pack Test (Requirements: 2-mile walk with 25 lb pack in 30 minutes. No jogging or running).		
Must possess a valid California Class C driver's license.		
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