



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Northern	Forestry Technician	549-635-1085-902
DISTRICT/HQ SECTION	WORKING TITLE	CBID
North Coast Redwoods	Forestry Tech	R08
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Districtwide Services	Fort Humboldt State Historic Park	
STATE HOUSING		IMMEDIATE SUPERVISOR
Housing not available		Staff Park and Recreation Specialist
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 of the Staff Park and Recreation Specialist and technical guidance of the Senior Environmental Scientist (Supervisory). Incumbents learn to perform routine technical resource management assignments of average difficulty. Incumbents will perform basic forest health and fire control assignments during fire season and occasionally at other times. Incumbents entering State service at this level will receive in a timely manner during the probationary period, and prior to working in emergency assignments training in the Department's "Basic Fire Fighter" training as is required for Fire Fighter II. One of the requirements for permanent status in this class is successful completion of the training course. 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 Division projects and programs as identified by the Senior Environmental Specialist. The reporting location for this position will be at Fort Humboldt State Historic Park located in Eureka, California, though duties will necessitate travel throughout the District.		
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%	Vegetation Management Assist in all aspects of forestry management tasks: planning, crew coordination, rare plant surveys, restoration, prescribed fire, wildfire suppression and reporting. Lead work crew(s) and/or act as the State's representative to assure that contractors (California Conservation Corps, Cal Fire, and other types of work crews) adhere to the restoration prescriptions, best management practices, and conditions of environmental permits as stipulated by contract or management plan. Maintain and operate equipment including chainsaws. Maintain equipment in clean and working condition. Performs forest inventory, invasive weed control, permit compliance, special status species monitoring, administrative tasks, botanical surveys, and report writing; and district pre-fire planning, and inspection. Incumbents will respond as needed to assist in wildfires as State Park Resource Advisors.	
40%	Resource Management and Monitoring Establish and measure vegetation-monitoring plots to inventory species and assess habitat condition. Identify and quantify native California vegetation as well as exotic vegetation. Conduct botanical surveys utilizing handheld data collection device, GPS, diameter tape, compass,	

	clinometer, prism, and rangefinder. Work involves the use of hand and powered tools. Identify sensitive species and maintain knowledge of applicable regulations (USFWS, CDFW, ACOE, RQWCB, AQMD, etc.). Assist in the organization and entry of natural resource data utilizing Geographic Information Systems (GIS), Microsoft Office Excel and Access and summarizing data into draft reports.	
15%	Administration Timely compliance with agency procedures including vehicle inspections, mileage logs, work reports, and purchasing.	
MARGINAL FUNCTIONS:		
%	TASK/DUTIES	
5%	Other job-related duties as assigned and necessary for operational continuity. Attend core staff meetings, regulatory safety meetings, and trainings. Prepare administrative paperwork to meet operational needs.	
TYPICAL WORKING CONDITIONS		
Physical work outdoors in various weather conditions. During prescribed fire operations employee will be exposed to smoke and heat and may be required to work long hours and weekends/holidays. As safety allows, work continues in all types of weather. Lift heavy loads. working in steep terrain, navigating through areas of thick brush, through standing and fallen timber. May be required to camp out up to 3 nights per week.		
TELEWORK DESIGNATION:		
This position is designated as NOT Telework Eligible.		
SPECIAL REQUIREMENTS:		
Possession of a valid class C driver's license is required. Employee must attend (at employers 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). May require travel throughout the District.		
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