

JOB DESCRIPTION

HIGH DESERT MUSEUM

POSITION

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|------------------------|-------------------------------------|----------------------|------------------------------------|
| JOB TITLE: | Forest Manager | REPORTS TO: | Chief of Facilities |
| DEPARTMENT: | Facilities | SUPERVISES: | n/a |
| CLASSIFICATION: | Full-time, non-exempt, until 6/2023 | SALARY RANGE: | \$24/hr + \$5,000 completion bonus |

JOB SUMMARY

The Forest Manager is responsible for forest-fire fuels reduction and promoting the health and resilience of the museum's forested areas. This work is funded in part by a grant from the Oregon Department of Forestry. The position will end in June 2023; however, extension is possible depending on the availability of future funding. In addition to the hourly compensation and full-time benefits, a \$5,000 bonus will be paid upon completion of the project objectives.

ESSENTIAL FUNCTIONS (in order of priority with the percentage of time spent on each)

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|------------|--|
| 70% | Forest fire fuels reduction <ul style="list-style-type: none">• <i>Thinning trees in accordance with the museum's forest management plan</i>• <i>Reducing ladder fuels by pruning branches relative to tree height</i>• <i>Mowing ground fuels</i>• <i>Removing ground fuels by hand, where necessary</i>• <i>Pine needle removal, on and around structures</i>• <i>Prepare sites for USFS prescribed burn</i> |
| 30% | Forest health and resilience <ul style="list-style-type: none">• <i>Manage invasive weeds and cheatgrass, to include solarization and replanting</i>• <i>Replanting of native bunch grasses where bitterbrush and ground fuel removal has occurred</i> |

ADDITIONAL DUTIES

- Other duties as assigned

QUALIFICATIONS

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|--------------------------------------|---|
| EDUCATION/ CERTIFICATIONS | <ul style="list-style-type: none">• High school diploma or equivalent is required• Bachelor's Degree or college course work in forestry is preferred |
| EXPERIENCE | <ul style="list-style-type: none">• Experience in landscaping, park maintenance, construction, horticulture• Experience in forest management is preferred |
| SKILLS/ ABILITIES | <ul style="list-style-type: none">• Strong understanding of and ability to use powered hand tools including chain saws, pruning saws, trimmers, etc.• Strong understanding of and ability to operate mid-sized motorized equipment such as mowers, Bobcat, forklift, etc.• Ability to prioritize and schedule tasks to complete identified objectives• Can exercise good judgment when working individually• Able to perform physical labor, lift heavy objects, and traverse rough terrain |
| PHYSICAL ELEMENTS | <ul style="list-style-type: none">• This position is performed primarily outdoors and is subject to excessive temperatures and inclement weather during all seasons• Lifting of heavy objects (up to 50 lbs.) |
| EQUIPMENT USE | <ul style="list-style-type: none">• Daily operation of vehicles, motorized equipment, power tools, hand tools, and agricultural supplies |

ACKNOWLEDGMENT

I acknowledge that I have read and understand the above job description in its entirety and am capable of performing all of the stated requirements.

Employee Name

Signature

Date