

NATURAL RESOURCES FORESTRY REGIONAL SPECIALIST

The Division of Forestry is organized both hierarchically and by geographic unit. In the field, it is organized geographically (from smallest to largest) into Field Stations, Areas, and Regions. Field positions report administratively to their respective supervisor and receive program direction from Central Office staff. Classification level is a function of both the size of the geographic unit and the responsibility for program(s). Central Office jobs typically have a statewide focus and varying levels of program responsibility.

KIND OF WORK

Professional regional forestry program development and administration work.

NATURE AND PURPOSE

Under limited supervision, develop program goals and work plans, monitor the work of Area staff, analyze resource data and trends, and develop reports in one or more specialty area of forest management. Within a Region, the NR Forestry Regional Specialists typically advise and monitor the work of Area staff. For allocation at the NR Forestry Regional Specialist level, a position must administer a regional program(s) that focuses on development and involves technically deep or specialized expertise comparable to the Forest Pest Management or Utilization and Marketing specialties.

This classification differs from NR Forestry Specialists, Senior (Area Program Staff) in concentrating primarily on development rather than on implementation and meeting the criteria outlined above. The NR Forestry Regional Specialist class primarily differs from the NR Forestry Program Coordinator class in having a narrower focus (regional vs. statewide) to assigned activities.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Plan regional program activities so that projects are done in order of importance by devising goals for the region to be included in the Minnesota Forest Resource Plan, prioritizing projects, and designing annual work plans.

Direct and administer a regional program to increase forest productivity by developing and administering a program budget, reviewing and approving projects, and determining contract specifications and administering contracts for region-wide projects.

Assess forest management problems in the Region so that resources can be protected by designing and conducting field studies, implementing surveys, analyzing survey data, and devising management strategies to resolve problems.

Monitor the work of foresters in a program area within a Region so that administrative tasks are completed and the work is done using accepted practices by checking program results on field visits, reviewing reports prepared by Area staff, and advising employees whose work is deficient.

Advise foresters in a Region on technical problems so that unusual or complex forest management problems can be resolved, by answering technical questions; investigating problems on site; searching for applicable information in journals, symposia, etc.; and asking other specialists for information or suggestions.

Train regional staff in the administration and implementation of a forestry program so that the program is conducted consistently across the Region by designing and conducting training classes and assessing foresters on a one-to-one basis.

Encourage development of forest products industries so that the use of forest resources is increased by analyzing resource data, describing development opportunities, giving presentations and talks to development organizations and investors, and advising investors on marketing, technology, financing, plant location, etc.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

A forest management specialty sufficient to advocate practices; provide technical review of division and department plans, policies and projects; design and implement research projects or strategies; and advise field staff on problems.

Division programs, policies and procedures sufficient to make program decisions that are compatible with other policies and programs in the region and division.

Program activities in all parts of the region sufficient to devise workable procedures for obtaining data and for operating programs, and to devise and recommend regional program policies within speciality area(s).

Skill in:

Human relations sufficient to direct, administer and train foresters and to lead personnel working in programs.

Oral and written communications in order to talk and work with clients, peers and supervisors; to write materials for diverse audiences; and to make effective presentations to a wide variety of audiences by identifying their level of understanding and by evoking a positive response to the material being presented.

Leadership sufficient to motivate people and obtain program commitment from division personnel and other forest managers.

Administration sufficient to manage programs, to properly allocate limited resources, and to direct program activities.

Negotiating budget, staffing needs, and equipment allocation sufficient to administer programs and train personnel.

Research and interpretation of scientific literature sufficient to solve problems, educate others, and increase expertise in a specialty area.

Integration of information from scientific literature, historical data, and past experiences sufficient to devise risk-rating systems and management guidelines.

Evaluation of forest resource information and forest mensuration sufficient to devise, design, and develop surveys and survey techniques.

Training and teaching sufficient to convey information in classrooms, field demonstrations, seminars, workshops, and on a personal basis.

Ability to:

Plan schedules, studies, research projects, and work assignments sufficient to efficiently and effectively accomplish program objectives.

Identify and define forest management problems sufficient to devise research and field studies.

Innovate sufficient to solve complex technical problems and to resolve problems that arise because of conflicting management practices.

Est.: 10/89

Rev.:

T.C.:

Former Title(s):