



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 971.0

Job Title: **FORESTER TRAINEE**

Pay Grade: 11

GENERAL SUMMARY:

Surveys trees, stumps, and neighborhood planting spaces to collect data for street tree inventory.

RESPONSIBILITIES:

- Assists in inspection of trees, and recommends the removal of dangerous, fading, and lifeless trees and limbs to mitigate hazards.
- Collects tree, stump and neighborhood planting space data (i.e. species, diameter, condition, work needed, location, etc.).
- Assists in analyzing inventory data to formulate comprehensive management plans to aid in proactive tree maintenance, tree planting and enforcement of the code of ordinances for unauthorized/illegal tree removals.
- Ensures work equipment and vehicle is safely operated, properly maintained and serviced.
- Assists Forester with other duties as assigned.
- May perform other duties as assigned.

SPECIFICATIONS:

KNOWLEDGE:

A Bachelor's degree in Arboriculture, Forestry, Botany or a related field is required, with at least one course in Dendrology.

EXPERIENCE:

No experience is required.

Substitution: An Associate's degree in Arboriculture, Forestry, Botany or a related field, with at least one course in Dendrology; and two years of journey level forestry or tree care maintenance experience, may be substituted for the Bachelor's degree requirement.

COMPLEXITY:

Work consists of standard procedures and tasks where analytic ability is required in following guidelines, policies and precedents.

IMPACT OF ACTIONS:

Errors in work lead to minor inconvenience and incur some costs. Work is typically performed under close supervision of simple routine duties to ensure completion; or tasks are so highly routine that they may simply require following standardized instructions without continuous direct supervisor observation.

SPECIFICATIONS: (continued)

SUPERVISION EXERCISED:

Direct Supervision:

No direct reports.

Indirect Supervision:

No indirect reports.

CONTACTS:

Internal Contacts:

Level of internal contact is primarily with professionals and supervisors. Interaction involves information exchange and/or simple service activity requiring moderate tact and cooperation.

External Contacts:

Level of external contact is primarily with citizens, visitors and/or mid-level representatives of government agencies, guests, vendors and professional contacts with allied organizations. Interaction involves routine information exchange and/or simple service activity, which requires common courtesy; e.g., directing calls, and answering simple questions.

PHYSICAL EFFORT:

The position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

WORK ENVIRONMENT:

There are routine discomforts from exposure to moderate heat, cold, moisture/wetness and unpleasant air conditions. The position may involve routine exposure to soiled materials and light chemical substances such as cleaning solutions.

PHYSICAL SKILL:

Requires the ability to make coordinated eye/hand movements within fine tolerance and/or calibration demands; or the ability to make closely coordinated eye/hand movements on a patterned response space within moderate tolerance demands.

MISCELLANEOUS:

All duties and responsibilities may not be included in the above job description.

JOB FAMILY:

- Tree Worker
- Forester Trainee
- Forester
- Senior Forester
- Forestry Supervisor
- Assistant Forestry Manager
- Forestry Manager

Effective: October 2019