



WEST LAFAYETTE

HOME of PURDUE

Job Title	<i>Forestry Technician</i>
Reports To	<i>Community Forestry & Greenspace Planner</i>

Job Purpose

Under the direction of the Community Forestry & Greenspace Planner, the Forestry Technician supports efforts in maintaining the tree database; pruning, mulch, and watering trees in the public right-of-way; working with the West Lafayette Tree Friends; assists the Community Forestry & Greenspace Planner with landscape inspections for ordinance compliance; and performing other tasks associated with the Community Forestry and Greenspace program. The Forestry Technician is a critical position that strengthens the City's street tree planting, establishment, and maintenance program for growing a vibrant urban forest.

Duties and Responsibilities

- Performs tree maintenance which includes planting, pruning, mulching, watering, site assessments, and tree inventory work.
- Assists in defective tree inspections for trees in public right-of-way and Park properties.
- Assists in updating and maintaining City street tree inventory, the Community Forestry Management Plan, and the Storm Emergency Response Plan.
- Supports the West Lafayette Tree Friends, a governmental nonprofit volunteer group charged with planting, pruning, and protecting the urban forest.
- Organizes seasonal pruning sessions with West Lafayette Tree Friends.
- Aids the Community Forestry and Greenspace staff with development, construction, and maintenance of the municipal tree nursery.
- Performs other duties, as assigned.

Qualifications

- Bachelor's Degree in Urban Forestry, Horticulture, Landscape Architecture, Botany, Biology, or another closely related field.
- A minimum of three (3) to five (5) years of experience in Urban Forestry or a closely related field.
- Certified Arborist or ability and willingness to obtain certification within one (1) year.
- Valid driver's license.
- Strong tree and plant identification skills.
- Ability to educate and strengthen volunteerism to support community forestry.
- Basic horticultural skills.
- Optimistic outlook and goal oriented.
- Excitement about working with residents and being involved in the community.
- Excellent communication skills and ability to use Microsoft Office.

- Familiarity with tree inventory systems, such as GIS, TreePlotter PARKS, or other similar applications.

Work Schedule

This is a full-time non-exempt position that adheres to a standard 40-hour work week (8-hour workday). Occasional evening availability is required for meetings. Travel for professional development will occur a few times per year and rare weekend availability might be required.

Working Conditions

Incumbent will spend majority of the time outdoors where inclement weather and temperature extremes exist. Some exposure to dust and loud noises. Proper safety equipment, including steel-toed boots, must be worn, and always used.

Physical requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee must be comfortable driving a pick-up truck and sawing small tree branches. Lifting of twenty-five (25) to fifty (50) pounds is required at times, but can be outsourced, if needed. While performing the duties of this job, the employee is regularly required to talk and hear. The incumbent may be required to climb, stoop, kneel, crawl, and walk.

Approved by:	<i>Monica Wontor, HR Manager</i>
Date approved:	<i>12/14/2023</i>
Reviewed:	<i>12/14/2023</i>