

**Conservation District Forester**  
**Job Posting and Position Description**  
**Michigan Forestry Assistance Program**

The Montcalm Conservation District is seeking a Forester to provide assistance to private forest landowners in Montcalm, Kent, and Ionia County. This position requires a minimum of a **B.S. in Forestry** from a **Society of American Foresters accredited program**. This is a granted position through the Michigan Department of Agriculture and Rural Development - Forestry Assistance Program which is renewed annually. The wage (\$21-24/hour) will be commensurate with candidate's experience and education.

Send an electronic copy of your cover letter, resume, and references in pdf format to Amber Snow by email to [amber.snow@macd.org](mailto:amber.snow@macd.org) by JUNE 28, 2019.

The purpose of the program is to provide landowners with technical information regarding forestry, wildlife habitat and related natural resource concerns, so that they may make informed decisions about the use and management of their forestlands.

The Montcalm Conservation District (CD) will be the employer of record for this position and will handle payroll and accompanying paperwork. Day to day administrative supervision will be provided by the Montcalm CD Manager. Primary office space for the Forestry position is located at USDA Service Center in Stanton, MI. The forester's time is allocated between the Montcalm, Kent, and Ionia Conservation Districts, but office duties may be carried out at this "primary" office. The forestry position is primarily a field position.

Benefits include holiday pay, accrued sick and annual leave, health insurance stipend, and excellent opportunities for training and skills development.

The basic requirements for this position are:

- Bachelor of Science degree in **Forestry (must be from a Society of American Foresters accredited program)**
- Good communication skills (writing, public speaking, working with individuals of all ages)
- Computer fluency
- Ability to read various types of maps (aerial, topography, soils) and navigate through properties accordingly
- Ability to assist CD and Natural Resources Conservation Service (NRCS) staff to achieve deliverables as well as short- and long-term goals for the Conservation Districts and NRCS
- A dependable, personal vehicle (travel mileage reimbursed)

#### Activities:

- Serves as initial point of contact for non-industrial private landowners, local governments, etc. for forest management, wildlife habitat, other natural resource issues or concerns.
- Fulfill grant agreement requirements and deliverables.
- Provides on-site land examination and resource evaluation
- Provides options regarding forest management
- Provides options regarding wildlife habitat management
- Prepares written follow-ups that may include appropriate handouts/materials, after visiting with landowners on-site or in the office, as appropriate
- Provides advice on tree planting/reforestation for timber production, windbreaks, wildlife habitat.
- Provides diagnosis and advice on the control of insects, disease, and wildlife pests for individual trees and woodlands.
- Provides information and makes referrals regarding programs, agencies, organizations, and private sector interests that furnish technical and/or financial assistance for natural resource management activities
- Maintains a good working relationship with other forestry service providers, both public and private
- Provides technical input regarding species selection for the Conservation Districts' annual tree, shrub, plant sales. (Native species that are useful for reforestation, wildlife habitat, soil erosion control etc.)
- Provides advice on the control of sedimentation resulting from forest management activities
- Conducts demonstrations and workshops
- Prepares correspondences, reports, news articles, newsletters
- Assists in preparation of the program documentation, including, but not limited to: annual grant application, Natural Resources Plan of Work, etc.
- Prepares regular written reports to Conservation District boards (monthly)
- Pursues and maintains certification with Society of American Foresters (SAF)

A performance evaluation will be conducted annually. Continuing education needs and opportunities will be considered at that time, and as applicable.