

**City of New York  
Parks & Recreation**

**Citywide Job Vacancy Notice**

Civil Service Title: Forester  
Title Code No. 81361  
Office Title: Urban Forester

Level: I  
Salary: \$31,291 -\$41,379  
Work Location: Citywide  
Number of Positions: 5

Parks Forestry divisions are responsible for the care and maintenance of park and street trees throughout New York City. The borough divisions inspect, prune and remove trees and stumps, and supervise and administer tree work contracts. They also mitigate tree root and sidewalk conflicts with the removal and/or replacement of sidewalks using innovative design approaches and appropriate engineering concepts. The borough forestry divisions also enforce Parks' tree protection standards in construction projects affecting park and street trees. The Central Forestry & Horticulture division manages citywide urban forestry initiatives including street tree planting and landscape enhancement contracts, education, stewardship and training programs, the creation of urban forest management plans for specific park properties through the New York Tree Trust program, and the Asian Longhorned beetle eradication effort.

**MAJOR RESPONSIBILITIES**

- Survey sites for planting potential and make decisions regarding species selection and site design.
- Enter data using a tree management computer system.
- Compile, administer, and supervise tree planting and tree work contracts. In particular, design and supervise tree root and sidewalk mitigation contracts.
- Inspect and tag trees at local nurseries.
- Inspect trees for health and structure, and perform post-planting inspections for newly planted trees.
- Examine other agency and private construction plans to assess impact on trees and landscapes
- Consult with engineers, developers, and contractors on a regular basis throughout projects.
- Draft correspondence and issue permits.
- Enforce Parks Department standards for tree pruning, removal, planting, and replacement.
- Respond to citizen inquiries and maintain working relationships with community boards, community groups, and officials within and outside the agency.
- Assist in the coordination of community-based greening efforts.

**QUALIFICATION REQUIREMENTS**

1. A baccalaureate degree from an accredited college with specialization in forestry, urban forestry, forestry production or forestry management, or a related subject, and one year of full-time professional experience in forestry or arboricultural work. Candidates who have a major in a related subject (e.g., horticulture, wildlife management, zoology, or plant management) must have successfully completed the following five courses: forest dendrology, forest mensuration, forest silviculture, forest entomology, and forest tree pathology. In addition, these candidates must have successfully completed any three of the following courses: plant and tree physiology, wood anatomy and identification, engineering survey, biological statistics, logging and milling, and aerial photo interpretation; or
2. Education and/or experience equivalent of "1" above. A master's degree from an accredited university with specialization as described in "1" above may be substituted for the one year of required experience. However, all candidates must have a baccalaureate degree as described in "1" above.
3. Valid New York State driver license.

**PREFERRED SKILLS/QUALIFICATIONS**

1. Proficiency in Microsoft Office suite.
2. Excellent communication and interpersonal skills. Experience working with the public.
3. Ability to work independently.

**TO APPLY, PLEASE SUBMIT RESUME WITH JVN TO:**

Personnel - Recruitment  
City of New York/Parks & Recreation  
24 West 61<sup>st</sup> Street  
New York, NY 10023  
Attention: JVN # 846-04-11094

**THE CITY OF NEW YORK  
AND  
THE CITY OF NEW YORK / PARKS &  
RECREATION  
ARE EQUAL OPPORTUNITY EMPLOYERS  
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Telecommunications Device for the Deaf: (800) 281-5722**

New York City Residency Required

POST DATE: 05/20/04

POST UNTIL: 06/10/04

JVN: 846/04/11094

\* Posting period extended to 06/10/04. Previous applicants to this vacancy do not need to reapply.