



CITY OF NEW YORK PARKS & RECREATION

## **CITYWIDE JOB VACANCY NOTICE: Job ID No. 592017**

**Office Title:** Natural Resources Senior Forester

**Civil Service Title:** Forester **Title Code No:** 81361 **Level:** II

**Salary:** \$70,000 - \$76,000

**Number of Positions:** TBD **Work Location:** TBD

**ONLY PERMANENT EMPLOYEES IN THE FORESTER CIVIL SERVICE TITLE AND THOSE THAT ARE REACHABLE ON THE CIVIL SERVICE LIST ARE ELIGIBLE TO APPLY. \***

### **Major Responsibilities**

- Reporting to the Natural Resources Design and Construction Director or Deputy Director, manage responsible professional work overseeing construction of forest restoration projects, including contract planning and management, tree procurement and planting, tree inspections and condition assessment, emergency storm response and other priorities.
- Train and supervise Foresters and staff engaged in all aspects of urban forest restoration, including contract preparation and management, field assessment, oversight and inspections of contract operations, tree condition assessment, consultant supervision, selection of quality plant material, data entry and storm emergency response.
- Track project schedules from award through construction, guarantee and close-out and take appropriate steps to accomplish project completion in accordance with schedule. Coordinate with contract nurseries and the Greenbelt Native Plant Center to manage inventories and anticipated needs of tree material.
- Participate and oversee data entry into Unifier (the division's project management software), the Natural Areas Management Application and the Plant Allocation Database for missed tasks and incomplete information. Promptly address deficiencies. Retrieve and report data as necessary for Team, Chiefs and Borough review.
- Review site plans and specifications for NYC Parks and other agency construction projects for appropriate best management practices in natural areas care, including tree and plant selection, appropriate pesticide use, construction methods and tree protection measures.
- Lead and manage tree inventory and valuations. Track and report on progress of tree replacement.
- In coordination with other units of the Agency, provide guidance and feedback on design of forest restoration contracts, including site selection, scope cost estimation, conservation and protection needs, and constructability review.
- Assist with management, allocation and tracking of Capital and Expense funds for forest restoration.
- Prepare briefings, reports, evaluations, budgets and correspondence related to above. Research new materials and methods related to Parks' urban forestry activities.

### **Qualification Requirements**

**\* This vacancy is only open to 1) current permanent city employees serving in the Forester civil service title or 2) on leave from the title or 3) candidates who are reachable on the Forester civil service list, Exam No. 1154 or 3070. [Please indicate your list# on your cover letter and resume.]**

This position is exempt from NYC residency requirements.

### **License Requirement**

A Motor Vehicle driver's license valid in the State of New York.

### **Preferred Skills/Qualifications**

1. Certification as an Arborist from the International Society of Arboriculture.
2. Experience in project management, procurement, construction or construction-related services or professional, technical or administrative experience in contract management.
3. Strong knowledge of Agency structure and divisions and/or government operations.
4. Excellent organizational, interpersonal, customer service and presentation skills.
5. Ability to multi-task and work in a fast-paced environment.
6. Proficiency in Esri GIS software and Microsoft Word, Excel, Access, PowerPoint.

### **How to Apply**

#### **Parks Employees:**

- 1) From a Parks computer: Access **Employee Self Service (ESS)** from the Parks Intranet under Applications or use this link: <https://hrb.nycaps.nycnet/>. Once in ESS, go to Careers and search for **Job ID# 592017**. Do not access **ESS** using [nyc.gov/ess](https://nyc.gov/ess) from a Parks computer.

#### **Parks & City Employees:**

- 2) From a Non-Parks computer: Access **Employee Self Service (ESS)** by going to [nyc.gov/ess](https://nyc.gov/ess) or use this link: <https://a127-ess.nyc.gov/>. Once in **ESS**, go to Careers and search for **Job ID# 592017**.

Include your ERN and **Job ID# 592017** on your cover letter and resume.

### **All other applicants:**

Click here to apply: [Natural Resources Senior Forester](#) OR  
Go to [nyc.gov/careers/search](https://nyc.gov/careers/search) and search for **Job ID# 592017**.

**POST DATE: 07/07/2023**

**POST UNTIL: 07/28/2023**

**NOTE: All resumes must be received no later than the last day of the posting period. References will be required upon request.**

[nyc.gov/parks](https://nyc.gov/parks)  
MOVEMENT IN THE FACE OF CIVIL SERVICE LISTS IS PROHIBITED UNDER CIVIL SERVICE LAW.

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115