

786512/20/04*Revised*

**CITY OF RIVERSIDE**  
**HUMAN RESOURCES DEPARTMENT**  
**CLASSIFICATION SPECIFICATION**

**TITLE: URBAN FORESTER**

**DEFINITION**

Under general direction, to develop and manage a City-wide urban forestry program; to perform professional urban forestry and horticulture work; to advise on matters regarding tree suitability, trimming, health, care, disease identification/treatment and tree surgery; to administer tree work contracts; to perform duties that optimize the health, beauty and safety of city trees for the public; and to perform related duties as assigned.

**REPORTS TO:** Park Superintendent

**SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from the Park Superintendent.

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

- Develop, promote, and manage a comprehensive Urban Forestry Program including long-range, annual and monthly plans related to tree management.
- Participate in the planning and evaluation of work performed by personnel engaged in the planting, care and related maintenance activities required to nurture and maintain a healthy and thriving urban forest.
- Promote the Urban Forestry Program through public information, marketing techniques and educational programs.
- Develop, update and revise City ordinances, policies and procedures related to the urban forestry program.
- Participate in budget preparation, plan review and Capital Improvement Program reviews as they pertain to the Urban Forestry Program.
- Identify tree species and tree site information; provide expertise in arboriculture and assist inspectors in the review and recommendations concerning tree health and/or removal.
- Develop and maintain an urban forest inventory system for public and private lands.
- Review tree removal and planting permits and recommend approval or denial.
- Prepare and present reports to commissions, committees and City Council, including reports on specific requests, complaints and issues.
- Provide assistance to homeowner associations, residents, businesses and institutions in developing Urban Forestry programs; handle unusual or difficult citizen complaints.
- Serve as the City's liaison on all urban forestry issues with local, state and national organizations and agencies.
- Coordinate with staff in the development of tree related projects and on procedural and policy information regarding the urban forestry program; represent the City at meetings.
- Monitor State and Federal legislation and inform management of pending issues.

- Research, prepare, and process grant proposals.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles and practices of modern arboriculture of forestry used in park and street tree programs.
- Methods, equipment, tools and safety practices of tree planting, maintenance and removal.
- Principles and practices of organization and public administration.
- Research techniques, sources and availability of information pertaining to urban forestry.
- Public information and marketing techniques.

### **Ability to:**

- Communicate effectively, both orally and in writing.
- Prepare and write complete and accurate reports.
- Conduct research and make recommendations.
- Provide scientific and technical advice on urban forestry issues.
- Read and understand plans and specifications.
- Develop and manage public information programs.
- Interpret and make decisions in accordance with laws, regulations, ordinances, policies and procedures.
- Establish and maintain effective working relationships with those contacted in the performance of duties.

### **Education and Experience:**

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to a Bachelor's degree from an accredited college or university with major course work in urban forestry, forestry, arboriculture, horticulture, environmental services, landscape architecture or a related field.

Experience: Three years of experience in managing urban forestry, forestry or arboriculture programs. Experience in a supervisory capacity is desirable.

**MEDICAL CATEGORY:** Group 1

### **NECESSARY SPECIAL REQUIREMENT**

Possession of, or ability to obtain, a valid Class "C" California Motor Vehicle Operator's License.

Possession of, or ability to obtain within one year, an International Society of Arboriculture certification as a Certified Arborist.

### **CAREER ADVANCEMENT OPPORTUNITIES**

**FROM:** Urban Forester

**TO:**