



HUTCHINSON

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Application Deadline: Friday, April 5, 2024

TITLE: VEGETATION MANAGEMENT SPECIALIST 2024

DEPARTMENT: PUBLIC WORKS

ACCOUNTABLE TO: PUBLIC WORKS MANAGER

SUMMARY: THIS IS SKILLED AND MANUAL WORK IN THE CARE AND MAINTENANCE OF TREES IN PARKS, ALONG BOULEVARDS, AND ON OTHER CITY PROPERTIES. PROMOTES THE PROPER GROWTH OF TREES TO MAINTAIN THE OVERALL HEALTH OF THE URBAN FOREST. PERFORMS INTEGRATED VEGETATION MANAGEMENT IN STORMWATER RETENTION PONDS.

DUTIES AND RESPONSIBILITIES

1. Performs duties assigned within departmental operations plans for urban forestry maintenance, including, but not limited to, planting, trimming, pruning, tree removal, stump removal, and public education.
2. Performs retention pond maintenance, including tree removal, brush removal, brush and grass cutting with hand held equipment and machinery, and herbicide application in and around city owned retention ponds.
3. Trains, leads and participates in the work of crews and contractors in Public Works and/or Parks engaged in planting, trimming, pruning, removing, stump removal, and other general maintenance activities related to trees and retention ponds.
4. Inspects trees for quality, structural integrity, defects, diseases, and pest infestation. Collaborate with Public Works Manager to locate and cultivate planting sites. Determines proper felling, pruning, chemical application and tree removal needs as required.
5. Complies with related safety procedures and regulations to ensure well-being of contractors, crew members and the public.
6. Coordinates purchase of and maintenance of tree nursery stock based on city's recommended tree list, with support from Public Works Manager, as needed.

7. Keeps necessary forestry records, maintains the tree inventory and performs hazard tree assessments for publicly owned trees.
8. Collaborate with Public Works Manager to provide assistance and technical knowledge to directors, supervisors, city staff, citizens, other governmental agencies and outside agencies on matters of concern regarding city urban forestry items.
9. Coordinates and assists in providing public education programs related to urban forest management principles including the Tree City USA program and the Arbor Day program. Leads volunteer tree planting.
10. Assists the Public Works Manager with the preparation and implementation of long- and short-term policies and strategies for the tree preservation and urban forestry management.
11. Continuously updates and monitors urban forestry metrics, including: inventory of trees, species diversity, tree diseases/infestations, planting programs, pruning program, removals- to include stump removal, storm damage and emergency callouts.
12. Supervises seasonal forestry employees, interns and/or student workers.
13. Works in crews of various sizes or alone conducting maintenance activities as directed, using a variety of vehicles, equipment, tools, materials, and methods to maintain infrastructure and properties owned by the City of Hutchinson.
14. Coordinates emergency maintenance responses related to urban forestry operations. Reports use of personnel and equipment utilized in response efforts.
15. Provides snow removal as needed, serving as a snow removal operator as directed.
16. Performs other duties as assigned.

EQUIPMENT

Forestry/Maintenance Equipment: Pickup trucks, aerial boom trucks, loaders, tractors, tree spades, augers, stump grinders, brush chippers, chain saws, pruners, sprayers, snow removal equipment, safety equipment, and hand tools. Other Equipment: Telephone, cellular phone, two-way radio, portable and desktop personal computers and related software, printers and copiers.

MINIMUM QUALIFICATIONS

High school diploma plus one year of post-secondary training in related field and two years of applicable fieldwork experience. Ability to operate forestry-related medium/heavy equipment. Ability to direct a work crew. Ability to work independently with limited direction. Good public relations skills. Working knowledge of personal computers and related software.

SPECIAL REQUIREMENTS

Certified Arborist, or the ability to obtain within one year. Class B CDL or the ability to obtain within six months of employment. Minnesota Department of Agriculture Pesticide Applicator license and the Minnesota Department of Agriculture Tree Inspector license, or the ability to obtain both within one year of employment.

DESIRABLE QUALIFICATIONS

Four-year degree in urban forestry and 3 years of municipal work experience. Significant experience in arboricultural practices and previous arborist work experience in urban settings. Working knowledge of municipal policies, operations, procedures and functions. Effective communication skills both written and oral, with citizens, staff and governmental officials. Understanding of GPS & GIS systems, inventory management systems, and related software/hardware.

WORKING CONDITIONS

Inside and outside work in all weather conditions. Physical health hazards possible from moving vehicles and equipment, chemicals and toxic gases, and exposure to sharps/infectious materials. Some evening meetings and weekend commitments as required and for emergencies and snow removal responsibilities. Responds to alarms, emergency, and snow removal call-ins within 1 hour.

Grade 140 Position

Minimum Starting Wage: \$26.83/hour

CITY OF HUTCHINSON

ADDENDUM TO JOB DESCRIPTIONS 1995

TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT (ADA)

FOR MAINTENANCE POSITIONS: Arborist, Vegetation Management Specialist

PHYSICAL DEMANDS

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand, walk and use hands to finger, handle, feel or operate objects, tools or controls. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl, and talk or hear, and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee occasionally works in high, precarious places and is frequently exposed to wet/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is frequently loud.

The duties listed in job descriptions are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.