



**Position:** Urban and Community Forestry Technician

Trees Forever and the Iowa Department of Natural Resources (DNR) have partnered to hire a full-time Urban and Community Forestry Technician. The two organizations share the goal to grow healthy, thriving trees and forests. This position will take an active role in helping create healthy urban and community forests across the state. Funding for this position is currently secured for two years with the option to extend the work as funding is available.

The applicant will serve as an employee of Trees Forever and receive supervision from Iowa DNR. Instructions and work priorities will be agreed upon by the DNR State Forester, DNR Urban Forestry Coordinator, and Trees Forever. Training and support will be provided by the Iowa DNR and Trees Forever.

#### ROLES AND RESPONSIBILITIES

- Assist with coordination and execution of the Community Forest Grant Program.
  - Assist with solicitation, scoring, and distribution of grant funds to communities across the state impacted by pests and weather events.
  - Provide urban and community forestry technical assistance to volunteer leaders, tree boards and other groups.
  - Assist communities with tree selection, demonstrate proper planting and tree care, and inspect plantings upon completion.
  - Assist Urban Forestry and Trees Forever staff in developing communication materials such as, but not limited to, newsletters, publications, fact sheets, news releases, social media and the web content.
- Assist with residential tree distribution events
  - Work with partners to distribute landscape sized trees to residents at multiple events each year.
  - Inspect tree stock and demonstrate proper planting and mulching techniques.
- Assist cities with urban forestry related activities such as city public/private tree inventories and canopy cover assessments
- Assist communities by conducting tree risk assessments for the benefit of public safety.
- Provide urban and community forestry technical assistance to volunteer leaders, tree boards and other groups
- Conduct conservation education programs and plantings

The ideal candidate will possess the following attributes:

- Superior communication (written and oral) skills. Must be comfortable both speaking in public and in engaging community leader and volunteers in group discussions or one-one-one.

- Ability to work independently, yet skilled in facilitating conversations and action across multiple entities.
- Willingness to be a vocal advocate for community needs and urban forestry.
- Familiarity with MS Word, MS Excel and ArcMap.
- Valid driver's license required with an acceptable driving record. A vehicle will be provided for work-related trips.

#### Qualifications

Bachelor's degree preferred, but not required. Preference will be given to candidates who have education and/or professional experience related to community involvement, ecology, or forest management. Demonstrated experience in facilitating people to reach common goals a plus.

#### Location

Des Moines

#### SALARY AND BENEFITS

**Salary:** \$41,600 (\$20/hour equivalent)

**Benefits:** Retirement Plan Match to 4% of salary (immediate eligibility)

Access to Medical and Dental Coverage-individual and family plans, Life, AD&D Coverage  
11 Paid Holidays. 18 days accumulation for first year and 21 days in year two.

*Trees Forever and the Iowa DNR are Equal Opportunity Employers (EOE) and do not discriminate on the basis of race, color, religion, national origin, sex, age, sexual orientation, veteran status, or disability. We reserve the right to conduct background checks and drug screenings.*

Closing date: April 25, 2024. Please submit cover letter and resume to [hr@treesforever.org](mailto:hr@treesforever.org)