
Auburn University Job Description

Job Title: **University Arborist**

Job Family: No Family

Job Code: **NC82**

Grade 34: \$45,100 - \$75,100

FLSA status: Exempt

Job Summary

Oversees the health, growth, and care of all trees on Auburn University's campus by managing the impact of development in accordance with the Design and Construction Standards and strategizing future tree expansion in accordance with the Landscape Master Plan (LMP). Assigns and trains employees in all aspects of tree care using proper arboriculture techniques in order to maintain University grounds as a safe atmosphere for students, faculty, staff, and the general public.

Essential Functions

1. Oversees tree care and tree maintenance for all of Auburn University property with a focus on main campus properties by supervising and performing work with the in-house tree care team to include pruning, trimming, watering, planting, and cabling trees in conformance with specific growth patterns and care requirements and performing soil remediation to ensure University properties are kept safe and presentable at all times.
 2. Updates and manages the campus tree inventory to include new plantings, existing trees, and removal of trees using multiple methods of tracking. Assesses all core campus trees for risk and submits tree removal forms to Facilities personnel and the Tree Preservation Committee to ensure University properties and the campus tree inventory are properly maintained.
 3. Reviews plans and advises designers and engineers on tree protection needs for projects and consults with Project Managers to ensure contractors are adhering to tree protection guidelines. Collaborates with the Office of the University Architect to develop annual planting projects for all University properties.
 4. Leads the Campus Tree Advisory Committee to establish goals and gather information to aid in the Urban Forest Management Plan and serves as the liaison between the Office of the University Architect, Landscape Services, and the Tree Preservation Committee regarding the health and care for campus trees.
 5. Develops and implements an annual tree pruning program. Responsible for managing tree service contracts for removals, pruning, stump grinding, and storm clean-up outside of the expertise of Landscape Services to ensure all University properties are kept safe and presentable in terms of tree care at all times.
 6. Ensures the effective management of employees including hiring, orientation, training, mentoring, supervising, evaluating, and supporting ongoing professional development to promote well-informed and motivated staff and excellent customer service at all levels.
 7. Oversees the maintenance and minor repair of arboriculture equipment including, but not limited to, bucket trucks, dump trucks, backhoes, water vehicles, brush chippers, and chainsaws.
 8. Communicates with campus constituents and various other stakeholders to keep them informed of work progress and answer questions regarding projects or other matters concerning University trees.
 9. Plans ceremony and coordinates volunteers and groups outside the University for the observance of National Arbor Day.
 10. Performs other related duties as assigned by the Landscape Superintendent.
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Supervisory Responsibility

Supervises others with full supervisory responsibility.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Four-year college degree	Degree in Urban Forestry, Horticulture, Landscape Architecture, or related field.
Experience (yrs.)	6	Experience in arboriculture to include urban tree inventory and aerial and ground pruning. Experience in whole tree felling, landscape design, or space planning preferred. Experience must include two (2) years supervising, leading, or mentoring employees in this field.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Field knowledge of arboriculture standards and techniques for pruning, felling, and planting.
Knowledge of Southeastern forest management.
Knowledge in the use of standard industry equipment including chainsaws, bucket trucks, and basic landscape equipment.
Knowledge of pesticide and fertilizer products, regimens, and proper application.
Knowledge of urban forestry planning and tree preservation/protection.
Knowledge of risk assessment for trees located in the urban setting.

Certification or Licensure Requirements

International Society of Arboriculture (ISA) Certified Arborist certification and valid Driver's License required. Must obtain ISA Qualified Tree Risk Assessor (TRAQ) certification within one year of employment. TCIA Certified Tree Care Safety Professional (CTSP) certification, State of Alabama Registered Forester certification, and/or Ornamental Turf Pesticide Supervisor's License preferred.

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 100 pounds.

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Job occasionally requires sitting, and lifting more than 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 8/23/2018

