

JOB INFORMATION

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| Job Code | NC82 |
| Job Description Title | University Arborist |
| Pay Grade | FM15 |
| Range Minimum | \$53,730 |
| 33rd % | \$66,270 |
| Range Midpoint | \$72,540 |
| 67th % | \$78,810 |
| Range Maximum | \$91,340 |
| Exemption Status | Exempt |
| Approved Date: | 10/3/2024 9:45:08 AM |

JOB FAMILY AND FUNCTION

| | |
|---------------|---------------------------------------|
| Job Family: | Facilities, Maintenance, & Operations |
| Job Function: | Grounds |

JOB SUMMARY

Reporting to the Director, Landscape Services, this position oversees urban forest management on Auburn's core-campus properties. Collaborates with university project leadership in accordance with the Design and Construction Standards by providing accurate GIS data features and expert-level consultation. Strategizes future tree canopy expansion in accordance with the Landscape Master Plan (LMP).

RESPONSIBILITIES

- Oversees, develops, and implements all aspects of urban forest management and Arboriculture practices on all University campus properties.
- Updates and maintains a comprehensive GIS dataset to facilitate responsible management of all urban forest assets on University properties and lands. Assesses all core campus trees for risk, submit tree removal requests. Provides primary oversight of a Board of Trustee's policy in the Tree Preservation Policy. Works with the Assistant Director of Campus Planning to uphold the policy on a per project basis.
- Reviews plans and advises all project design team members on tree and landscape protection. Works with multiple internal and external project leads to provide expert-level tree consultation at all project stages pre and post-construction.
- Collaborates with Planning, Design and Construction regularly to strategize further tree canopy expansion efforts in accordance with the LMP. Initiates and manages canopy enhancement projects; coordinates with internal departments and/or contracted services to ensure that the proper support is available for the successful and timely completion of work.
- Develops and maintains a quality control program to improve arboricultural operations and ensure high standards of work. Tracks status of work accomplishments, analyzes data, and prepares reports, recommendations, and plans in support of increasing arboricultural performance, productivity and improve land management practices.
- Coordinates communications and activities among Landscape zones, services, and projects; other Facilities Management Departments; outside contractors; and Auburn University customers and affiliates. Communicates with stakeholders to maintains awareness of activities, maximize efficiencies, and resolve questions.
- Oversees the management of a historic site in the Auburn Oaks at Toomer's Corner which includes rolling cleanup efforts of in-house and contracted crews, cooperating with internal communications offices concerning media inquiries, and developing a longterm site plan to preserve the rolling tradition and the security of the site.
- 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.
- Manages the Campus Timber Reclamation Program by working with key members of AUFM and related
- academic departments to evaluate only campus trees approved for removal as future wood products for

RESPONSIBILITIES

- educational or end-use purposes. Coordinates the logistics required to convert standing timber to an enduser product. May be required to present budget reports on the program's financial efficiency on an annual basis.
- Ensures all standards are met to maintain the Tree Campus Higher Education designation.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility Supervises others with full supervisory responsibility.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

| Education Level | Focus of Education | | Years of Experience | Focus of Experience |
|-------------------|--|-----|---------------------|---|
| Bachelor's Degree | in Urban Forestry, Horticulture, Landscape Architecture, or related field. | And | 6 years of | 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 Experience Yes

Substitution 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 KNOWLEDGE, SKILLS, & ABILITIES

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.

MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/Desired | |
|--|---|---------------|------------------|-----|
| | International Society of Arboriculture (ISA) Certified Arborist certification | Upon Hire | Required | And |
| DL NUMBER - Driver License, Valid and in State | Any State | Upon Hire | Required | And |
| | Must obtain ISA Qualified Tree Risk Assessor (TRAQ) certification | within 1 Year | Required | And |

MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/Desired | |
|-------------------------|--|------------|------------------|-----|
| | TCIA Certified Tree Care Safety Professional (CTSP) certification, | Upon Hire | Desired | And |
| | State of Alabama Registered Forester certification | Upon Hire | Desired | And |
| | Ornamental Turf Pesticide Supervisor's License preferred. | Upon Hire | Desired | |

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Other

PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|-------------------------------|-------|--------|--------------|------------|------------|--------|
| Standing | | | | | X | |
| Walking | | | | X | | |
| Sitting | | | X | | | |
| Lifting | X | | | | | |
| Climbing | | | | | X | |
| Stooping/ Kneeling/ Crouching | | | | | X | |
| Reaching | | | | | X | |
| Talking | | | | | X | |
| Hearing | | | | | X | |
| Repetitive Motions | | | | | X | |
| Eye/Hand/Foot Coordination | | | | | X | |

WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Extreme cold | | | | X | |
| Extreme heat | | | | X | |
| Humidity | | | | X | |
| Wet | | | | X | |
| Noise | | | | X | |
| Hazards | | | | X | |
| Temperature Change | | | | X | |
| Atmospheric Conditions | | | | X | |
| Vibration | | | | X | |

Vision Requirements:

Ability to see information in print and/or electronically.