

**PENOBSCOT NATION**

TRIBAL ADMINISTRATION  
HUMAN RESOURCES



12 Wabanaki Way  
Indian Island, ME 04468  
TEL: (207) 817-7312

**JOB ANNOUNCEMENT:**

The Penobscot Nation is seeking  
applicants for the following position:

**OPENING DATE:** September 8, 2020

**CLOSING DATE:** September 18, 2020

**FORESTER**

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**JOB STATUS:**

**FORESTER**

**Career Field: Program Staff C**

**Pay Range: \$16.99-\$29.45 per hr.**

**Classification: Full Time, Exempt**

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**LOCATION:**

**Penobscot Nation**

**NATURAL RESOURCES**

**27 Wabanaki Way**

**Indian Island, ME 04468**

**BRIEF DESCRIPTION OF DUTIES:**

**SEE ATTACHED JOB DESCRIPTION**

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**QUALIFICATIONS REQUIRED:** Must be a Maine Licensed Forester or show proof of a bachelor's degree from a curriculum in forestry or of graduation from a postgraduate curriculum in forestry leading to a degree higher than a bachelor's degree and be able to become licensed as a Maine Licensed Intern Forester within three months of taking the position and then become a Licensed Maine Forester within 48 months of taking the position. The ability to work with and communicate effectively with other professional staff and the tribal public. A demonstrated ability to use computers to perform report writing, data analysis, mapping as well as experience with GPS units. Must be in good physical condition (physical required) and must be willing to work outdoors under adverse conditions. Must be able to work non-standard hours, travel overnight and travel in to Canada. Must have a valid Driver's License and be insurable under the tribal insurance policy. Indian Preference will be adhered to in accordance with the Penobscot Nation's Personnel Policies and Procedures

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**-Applications are available** at the Human Resources Office located at 27 Wabanaki Way, Indian Island, ME 04468. Applications are available via email request at [Human.Resources@penobscotnation.org](mailto:Human.Resources@penobscotnation.org), or on line at [www.penobscotnation.org](http://www.penobscotnation.org) or call 207-817-7312 to request applications be sent to you.

**-Submit completed application on or before closing date to:**

Attn: Penobscot Nation Human Resources

mailing: 12 Wabanaki Way, Indian Island, ME 04468

physical location: 27 Wabanaki Way, Indian Island, ME 04468

For further information, call 817-7312 or email at [Human.Resources@penobscotnation.org](mailto:Human.Resources@penobscotnation.org)

## **JOB DESCRIPTION**

**Job Title:** Forester

**Department:** Natural Resources

**Reports To:** Forest Manager, Department of Natural Resources

**Rate of Pay/Category:** \$16.99 – 29.45 / C

**Status/Term:** Full-time, Exempt

### **JOB SUMMARY:**

The Forester assumes responsibility for on-the-ground supervision of the Penobscot Nation forest land operations.

### **ESSENTIAL DUTIES/RESPONSIBILITIES**

- Assumes primary responsibility for the planning, layout and supervision of timber harvesting operation including, (but not limited to): pre-harvest cruising, data processing, recommendations for silvicultural treatments, mapping, road and stream crossing layout, periodic inspection of road construction, harvesting activities and check scaling.
- Ensures compliance with all applicable local, state, federal and tribal rules, regulations and policies.
- Attends and participates in Council, Land Committee and local planning board meetings as needed.
- Monitors wood markets and make recommendations to the Forest Manager on appropriate stumpage rates, assists permit holders in marketing and ensures the collection and recording of stumpage payments.
- Maintains all appropriate records.
- Assists the Forest Manager in developing annual operating plans, forest management plans, insect and disease control activities and forest development projects.
- Works with other tribal departments as well as state and federal agencies on joint projects on tribal forest lands.
- Assists with the completion of all reports on a timely basis as required for submission to the Tribal Chief and Tribal Council.
- Interacts harmoniously and effectively with others, focusing upon the attainment of Penobscot Nation goals and objectives through a commitment to teamwork.
- Conforms to acceptable attendance/punctuality standards as expressed in the Employee Handbook.
- Performs other related tasks, as requested.

### **KNOWLEDGE/SKILLS/EXPERIENCE REQUIREMENTS**

**Must be a Maine Licensed Forester** or show proof of a bachelor's degree from a curriculum in forestry or of graduation from a postgraduate curriculum in forestry leading to a degree higher than a bachelor's degree and be able to become licensed as a Maine Licensed Intern Forester

within three months of taking the position and then become a Licensed Maine Forester within 48 months of taking the position. The ability to work with and communicate effectively with other professional staff and the tribal public. A demonstrated ability to use computers to perform report writing, data analysis, mapping as well as experience with GPS units. Must be in good physical condition (physical required) and must be willing to work outdoors under adverse conditions. Must be able to work non-standard hours, travel overnight and travel in to Canada. Must have a valid Driver's License and be insurable under the tribal insurance policy. Indian Preference will be adhered to in accordance with the Penobscot Nation's Personnel Policies and Procedures

Excellent interpersonal, verbal and written communications skills required. Self-direction, organization, motivation and attention to detail required. Computer proficiency, including word processing, spreadsheet, email and Internet software required. Experience with GPS units required. **Experience with computer mapping required.** Ability to travel in-State and Canada overnight required. Current State of Maine Driver's License required.

Minimum of three (3) years of related experience in the forestry field is preferred. Indian Preference will be adhered to in accordance with Penobscot Nation Personnel Policies and Procedures.

### **PHYSICAL DEMANDS/CONDITIONS/REQUIREMENTS**

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is frequently required to stand, walk, kneel, bend, crouch, run, reach overhead, grasp, push, climb, pull, use hands to finger, handle, or operate objects, controls, or equipment.

The employee must occasionally lift and/or move up to 100 pounds; consistent physical effort requiring good physical condition is required. 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 is performed in both an indoor and outdoor setting; exposure to adverse weather conditions may occur. Flexibility in work schedule is required.

**Pre-employment physical will be conducted in accordance with the Penobscot Nation Personnel Policies and Procedures. Native American preference will be adhered to in accordance with the Penobscot Nation Personnel Policies and Procedures**

**External and internal applicants, as well as position incumbents who become disabled, must be able to perform the essential functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on an individual basis upon request**