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| Job Description  |
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|  | Job Title:  |  |
|  | Line II-State Urban & Community Forestry Program Manager-(Position #5320)-Energy, Minerals & Natural Resources Department  |
|  | Job ID:  |
|  | 26895  |
|  | Location:  | Santa Fe  |

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|  | Full/Part Time:  |  |  |  |  |  |
|  | Full-Time  |
|  | Regular/Temporary:  |
|  | Regular - PERM for State  |
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|  | Salary  |
|  | The salary range for this position is $16.37 min - $29.10 max hourly (Pay Band 70). The salary will be determined based on the applicant's education and experience.  |
|  | Agency Mission & Description  |
|  | Vision: A New Mexico where individuals, agencies and organizations work collaboratively on energy and natural resource management to ensure a sustainable environmental and economic future. Mission: To position New Mexico as a national leader in the energy and natural resources areas for which the Department is responsible. Department Goals: 1. to make our state a leader in developing reliable supplies of energy, and energy efficient technologies and practices, with a balanced approach towards conserving our renewable and non-renewable resources, 2. to protect the environment and ensure responsible reclamation of land and resources affected by mineral extraction, 3. to be effective in leading our state in growing healthy, sustainable forests and managing them for a variety of users and ecologically sound uses, and 4. to improve the state park system into a nationwide leader that protects New Mexico's natural, cultural and recreational resources for posterity and contributes to a sustainable economy statewide.  |
|  | Purpose of Position  |
|  | The Urban & Community Forestry (U&CF) Program Manager embraces statewide responsibilities.  Serves as state representative for United States Forest Service (USFS) Region 3 on the Western Forestry Leadership Coalition (WFLC) Urban & Community Forestry Committee.  |
|  | Duties Include  |
|  | - Initiates a State U&CF Program Strategic Plan, at least every five (5) years -Writes and administers the Professional Services Contract (PSA) for the statewide Volunteer Coordinator Contractor (currently Tree New Mexico) -Leads the New Mexico Urban Forest Council (NMUFC) -Manages the New Mexico State Big Tree Program; the New Mexico Forest Re-Leaf Program -Leads the Tree Planting Advisory Committee (TPAC) and the statewide Back yard Tree Farm Program -Represents and promotes the direction, philosophy, and strategic plan elements of the EMNRD Forestry Division  |
|  | Educational requirements  |
|  | Bachelor's Degree in Forest Management, Forest Science, Fire Science, Biology, Wildlife Biology or Natural Resources is required for this position. Please enter your education level on the Education and Work experience page of the application even when submitting a resume.  |
|  | Experience  |
|  | Four (4) years experience in Urban or Community forest Management, Forest Management, Horticulture, Forest Science, Fire Science or Natural Resource Management.  One (1) year planning and working with agencies and the public to implement natural resource projects and programs is required for this position.  |
|  | Employment Requirements  |
|  | Must possess and maintain a valid New Mexico Driver's License.  |
|  | Working Environment  |
|  | Work is performed in and office and field setting.  May be exposed to inclement weather conditions and required to walk in steep, rugged terrain.  Lifting in excess of 50 lbs may be required.  May be exposed to excessive noise from power equipment and fire suppression apparatus.  |
|  | To Apply for this job:  |
|  | State agency must provide reasonable accommodation to applicants with disabilities where appropriate.  Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly.  Determinations on requests for reasonable accommodation will be made on a case-by-case basis. 1. Click the [Apply Now] button. 2. Please apply by:  August 18, 2011 3. Cutting and pasting a resume works best. You may also apply by completing the Work Experience section. 4. There are a series of questions that are different for every job.  In order to receive full consideration for all your qualifications, be sure to answer all questions (do not skip any). 5. If you are a veteran or a disabled veteran, be sure to send your DD214 to: NM State Personnel Office, Applicant/Intake Section, 2600 Cerrillos Road, Santa Fe, NM 87505. If you receive confirmation of your veteran or disabled veteran status, please reapply for the position and indicate that you received confirmation.  You will only need to submit your documents one time.  6. Remember there is no hard copy application.  If you submit a resume directly to an agency and don't apply on-line, your application will not include the questionnaire answers for inclusion on the ranked list. Agency contact for this position is: Andrew Frederick, State Timber Management Officer (505) 476-3343 If you do not receive an e-mail confirmation stating that you have applied successfully, please call the contact for this posting or the SPO Recruitment Bureau at (505) 476-7759, before the closing date of the position you have applied for.  |

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