

Position Opening for Field Supervisor
Chelan County Noxious Weed Control Board

Salary: \$33,000 to \$35,000 DOE.

Union Affiliation: PTC-Teamsters

Closing Date: March 19, 2009

Position: This is a permanent, full-time position representing the Noxious Weed Board of Chelan County with the general public and employees of federal, state, county and city agencies. The employee will supervise 10-16 member crews, field inspectors and weed surveyors; collect field data using GPS and survey methods, conduct land-owner site inspections and write project reports for departmental budget and fiscal control of contracts and grants as well as provide information and assistance to the general public related to noxious weed identification and control together with a variety of technical tasks relative to assigned areas of responsibility. The employee will manage all aspects of weed control field activities and support functions with direction from the Noxious Weed Control Board Coordinator. Individual will assume department management duties when Coordinator is unavailable.

Minimum Qualifications: Bachelor degree in natural resources, biology, ecology or related natural resource field OR combination of five (5) years work experience in a Natural Resource discipline and 2 years of college. Must have a Washington State Driver's License, ability to operate a 15 passenger van, Washington State Public Consultants License, and a personal vehicle.

Special Selection Factors: Refer to Job Description

Physical Abilities: The working environment for the Field Supervisor is primarily in the field however time is required in the office for record keeping land owner phone calls, daily posting of information and month-end and yearly reports.

The duties require working in all types of weather and temperature conditions and on rough terrain. Work involves bending, standing, balancing, climbing, kneeling, stooping, crouching, reaching, pushing, pulling, twisting, gripping with fingers and hands, shoveling, digging, lifting and carrying garbage bags full of weeds.

How to Apply: Submit a professional resume to:

Chelan County Human Resources
400 Douglas Street, #201
Wenatchee, WA 98801

Chelan County Noxious Weed Control Board Job Description

JOB TITLE: FIELD SUPERVISOR
DEPARTMENT: Noxious Weeds
REPORTS TO: Noxious Weed Control Board Coordinator
APPROVED: 2/23/2010

SUMMARY:

The Field Supervisor manages all aspects of weed control field activities and support functions with direction from the Noxious Weed Control Board Coordinator. Major duties include supervising 10-16 member crews, field inspectors and weed surveyors; collecting field data using GPS and survey methods, conducting land-owner site inspections and writing project reports for departmental budget and fiscal control of contracts and grants. Individual will assume department management duties when Coordinator is unavailable.

SCOPE OF RESPONSIBILITIES:

The Field Supervisor acts as agent for Chelan County and the Noxious Weed Control Board to citizens and taxpayers of Chelan County. All work is normally performed as outlined in accordance with the State Weed Law, RCW 17.10 and Chelan County Policies and Procedures for hiring, training, and managing seasonal field crews and support staff for survey of Class A and B Designate weeds in Chelan County. Responsibilities include managing multiple projects simultaneously, determining appropriate use of herbicides, hand pulling, noxious weeds, biological control and Integrated Weed Management (IWM) principals with an understanding of the cultural, economic and political issues affecting the Noxious Weed Control Board and the budget.

ESSENTIAL FUNCTIONS:

- Develop a seasonal work plan for field operations in consultation with and approval of the Noxious Weed Control Board Coordinator.
- Provide training and support for seasonal field personnel.
- Review time sheets of field personnel for accuracy and completeness.
- Monitor health and safety of all field employees.
- Collect and manage GPS data, digital photos and field observations
- Speak at meetings, hearings and community events providing specialized information regarding herbicides, hand pulling, noxious weeds, biological control and Integrated Weed Management Plan (IWM) and restricted-use herbicides.
- Contribute to the development of an effective outreach and educational campaign to facilitate weed control efforts between agencies and landowners.
- Help to maintain the database of Noxious Weeds in Chelan County.

- Respond to citizen reports of weed observations and recommend appropriate use of herbicides, biological agents and other control methods.
- Research property records and read and interpret legal descriptions to determine land ownership.
- Conduct property inspections and maintain accurate and complete records of land owner contacts.
- Work with commercial applications in the development of herbicide applications in accordance with provisions as set by law.
- Perform other reasonable related duties as assigned by the Manager and the Weed Board.

NECESSARY SKILLS AND KNOWLEDGE

- Effective communication and public speaking skills.
- Excellent grammatical and professional level writing skills.
- Experience using basic surveying methods.
- Knowledge of invasive species and vegetation found Chelan County forests and environments.
- Use of photo interpretation techniques for location and identification of vegetative species.
- Ability to interpret and write legal descriptions.
- Demonstrated ability to work independently and collaboratively.
- Excellent computer skills using MS Office suite programs and GPS and GIS.

The statements contained herein reflect a general description of the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. They should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief during peak work periods or to balance the workload.

SUPERVISORY DUTIES

Will provide daily direction and supervision to 2-4 temporary summer employees, may provide supervision and direction to contractors and special project crews of up to 10-16 members as needed.

EDUCATION, EXPERIENCE AND LICENSES

Bachelor degree in natural resources, biology, ecology or related natural resource field. Five (5) years work experience in a Natural Resource discipline. Must have Washington State Driver's License, ability to operate a 15 passenger van, Washington State Public Consultants License, other licenses required for skill development and a personal vehicle.

PHYSICAL DEMANDS AND ENVIRONMENT

The working environment for the Field Supervisor is primarily in the field supervising field work, however time is required in the office for record keeping land owner phone calls, daily posting of information and month-end and yearly reports.

The duties require working in all types of weather and temperature conditions, on rough terrain often in remote areas in direct sunlight and in contact with plants, poisonous weeds and exposure to wildlife.

Work involves bending, standing, balancing, climbing, kneeling, stooping, crouching, reaching, pushing, pulling, twisting, gripping with fingers and hands, shoveling, digging, lifting and carrying garbage bags full of weeds.