

Job Description

Job Title: Forestry Inventory & Analysis Project Supervisor
Job ID: 11551
Project Name: UHH/Natural Sciences Division
Full/Part Time: Full-Time
Regular/Temporary: Regular

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Regular, Full-Time, RCUH Non-Civil Service position with the University of Hawaii at Hilo (UHH), Forest Inventory and Analysis Project (FIA), located in Hilo, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, availability of funds, and compliance with applicable Federal/State laws.

MINIMUM MONTHLY SALARY: \$2,408/Mon.

DUTIES: Coordinates, plans and facilitates the activities of the Forest Inventory of Hawaii's efforts. Including contacting land owners to gain access to their lands. Works with various land owners (Private, State and Federal) to gain access to forest on their lands. This includes filling out permits (to be signed by the AK FIA data collection coordinator). Organizes crew travel, accommodations and all logistics associated with the establishment of forestry field plots. Ensures that the data are collected in a safe, consistent, reliable and effective manner. Plans crew activities around land owner requests and needs. Meets with land owners to address concerns. Uses knowledge of key natural resource stake holders and issues in Hawaii to facilitate the installation of forest inventory plots. Addresses land owner concerns regarding access to and use of data. Provides land owners with information about their forests. Maintains land owner and plot location confidentiality. Works with a variety of land management groups. Supervises a crew leader and crew members. Takes the lead on hiring, firing and performance evaluations. Purchases field gear as needed and arranges field vehicles. Assists crews in gathering ecological and forestry research data using a variety of established methods, procedures, and techniques.

PRIMARY QUALIFICATIONS: EDUCATION: Bachelor's Degree from an accredited four (4) year college or university in a related field of study. **EXPERIENCE:** One to three (1-3) years of collecting data in Hawaiian forested ecosystems. Experience with coordinating field forestry field crews in Hawaii. Experience working with the various land management agencies in Hawaii. Experience with supervising a field crew in Hawaii. **ABIL/KNOW/SKILLS:** Strong knowledge of coordinating a field inventory in Hawaii. Strong knowledge of forests in Hawaii, the key land owners, stakeholders and managers in Hawaii. Strong knowledge of arranging travel logistics in Hawaii. Knowledge of the flora of Hawaii, ability to key out and identify unknown species. Knowledge of the methods and techniques of forestry and other biologically based resource management fields. Knowledge of the basic principles of biological sciences including ability to assess readings and measurements taken, tests executed, observations made, work completed, samples collected, etc. Basic knowledge of accepted safety practices to prevent injury and loss of life. Basic knowledge of budgets. Knowledge of Arc GIS, MS Word, email. Ability to understand and relate the significance of the results to the higher objectives to which the activity is related, i.e., must assess the worth of the data by considering its applicability to the higher objective, by assessing and reporting on the characteristics and quality of the source of the data, or by otherwise creatively interpreting the data produced. Ability to interpret results of standard tests repetitively performed in the organization based on previous experience and observations. High degree of organization and planning skills to ensure that field crews have daily, weekly and monthly tasks arranged ahead of time. Effective communications skills. Must possess a valid driver's license. Skill in operating equipment needed to perform forest field data collection and survey work (i.e., clinometer, diameter tape, laser, GPS unit, data recorder, etc.). Ability to identify common tree species

and shrubs, major classes of insect and disease agents (i.e., defoliators, rusts, heart rot, root rot, etc.) volume loss indicators, and physical attributes of a site in order to accurately collect and record field data. Ability to identify Hawaiian understory vegetation and to characterize disturbances occurring in Hawaiian forested ecosystems. **PHYSICAL/MEDICAL REQUIREMENTS:** Must be able to perform field-related activities such as gathering specimens in an outdoor, unimproved setting. The work requires a capacity for strenuous physical effort such as walking off trail and climbing over steep, rugged terrain with a forty-five (45) pound pack, often covering significant distance and elevation. In many situations the duration of the activity (such as most of a work day) contributes to the arduous nature of the job. The work is performed in a forest environment where the terrain may be steep, uneven, rocky, and covered with thick and tangled vegetation. Temperatures may range from very hot and dry to cool and extremely wet. Rain, wind, or dust may be encountered. The work involves regular and recurring moderate risks or discomforts and may require living in remote field camps, and traveling and living in close quarters with fellow employees. Work requires the use of safety equipment such as boots, gloves, safety glasses, and hard hats. Employees must exercise safe work practices.

INQUIRIES: Flint Hughes 933-8121, ext. 117 (Hawaii).

APPLICATION REQUIREMENTS: The preferred method of applying for a job is through our on-line application process. Please go to www.rcuh.com, click on "Employment" and navigate to "Job Announcements/Apply for a Job." However, if you do not have access to the Internet, you may apply by submitting resume; cover letter including Recruitment ID#, referral source, narrative of your qualifications for position and salary history; names, phone numbers and addresses of three supervisory references and copy of degree(s)/transcripts/certificate(s) to qualify for position by fax (808) 956-5022, mail, or hand-deliver to: Director of Human Resources, Research Corporation of the University of Hawaii, 2530 Dole Street, Sakamaki Hall D-100, Honolulu, HI 96822 before the closing date. Online applications and faxed documents must be submitted/received by the closing date (11:59 P.M. Hawaii Standard Time/RCUH receipt time). Mailed documents must be postmarked by the closing date. Hand-delivered documents must be received by our HR office by 4 P.M. Hawaii Standard Time/RCUH receipt time. If you have questions on the application process and/or need assistance, please call (808)956-3100.

EEO/AA Employer.

Please apply before 10/24/2011

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