

Effective Date: October 12, 1997
Modified Effective: March 12, 2000
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**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

**FORESTER
CLASSIFICATION SERIES**

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wisconsin Administrative Code, for making classification decisions relative to present and future Professional Science Bargaining Unit positions located within the Department of Natural Resources, and at Volk Field, within the Department of Military Affairs. Positions allocated to this series promote and manage forestry programs. This classification specification will not specifically identify every eventuality or combination of duties and responsibilities of positions that currently exist, or those that result from changing program emphasis in the future; rather, it is designed to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the classification concepts and definitions of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards, or factors; statements of inclusion and exclusion; license or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This series encompasses professional forester positions in the Professional Science Bargaining Unit found in the central, regional, service center, or field offices of the Department of Natural Resources, or in the Department of Military Affairs, Volk Field, and associated with the Hardwood Gunnery Range.

C. Exclusions

Excluded from this classification series are the following types of positions:

1. Positions which meet the statutory definitions of supervisor and management, as defined in 111.81(19) and (13), Wis. Stats. as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which are responsible for plant pest and disease control activities for a majority of the time and are more appropriately classified as Plant Pest and Disease Specialist.

3. Positions which are responsible for forestry-related research for a majority of the time and are more appropriately classified as Natural Resources Research Scientist.
4. Positions which are assigned specific forestry responsibilities for a majority of the time and are more appropriately classified as County Forest Administrator or Forestry Specialist.
5. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into and Progression Through This Series

Employees typically enter this classification series by competitive examination. Progression to the senior level will occur through reclassification. Progression to the advanced level will typically occur through some form of competitive examination.

II. DEFINITIONS

FORESTER

Positions work under close, progressing to general, supervision. Principles and practices have been learned prior to entrance into this classification series. The emphasis is in developing skills in working with and/or understanding the program, state systems, user group(s), and the mechanics of the program, and developing an understanding and applying the statutes, rules, regulations, administrative code, and standards required in the program area. Initial work assignments are well defined and short term in duration. Over time, the work assignments become long term or short term, with the employee expected to exercise independent judgment in determining specifics and priorities, as the objectives are progressively less clear. The positions may be in contact with outside entities and may have assignments, which cross program lines, depending on where the individual employee's performance level is determined. The supervisor reviews the work to determine the completeness or accuracy and adherence to policy.

FORESTER-SENIOR

This is the full performance level for positions performing professional forestry work. Positions at this level develop and work on major work projects with little or no specific direction or review; assume an independent role in working with consultants, other governmental agencies, and/or department staff; and make decisions independently on complex assignments. Positions allocated to this level function as (1) a forester, responsible for developing, administering, and evaluating the forestry program in the assigned geographic area or basin; (2) a forester, responsible for developing, administering, and evaluating a major portion of the forestry program being implemented regionwide; or (3) as a program specialist, responsible for the implementation of a program which is smaller in scope and complexity, and does not have the interaction and policy development which is found at higher levels.

Representative Positions:

Forester: Implements and develops the forest management program for county forest, department, and/or private lands within the assigned geographic area; establishes and administers timber sales on DNR lands; and administers the forest tax laws, performs fire management duties (as assigned), and cooperates with other department functions, county, state, and federal agencies.

Forester Ranger: Implements and develops the fire suppression, prevention, forestry law enforcement, and forest management program in the assigned fire response unit; ensures completion of all fire management activities; and directs and provides forest management assistance on private lands, state lands, and county forests.

FORESTER- ADVANCED

This is the advanced level for positions performing professional forestry work. Positions at this level function as the department expert for a significant segment of the forestry program which devotes the majority of the time and is responsible for developing, implementing, monitoring, and evaluating statewide policies and programs, and functions under general supervision, works independently, and is considered to be the statewide expert in the assigned program area. These positions require continually high level and complex contacts regarding highly sensitive and complex forestry issues, have significant policy impact, represent an important aspect of the program, and involve continuing expertise.

Representative Positions:

Tree Improvement Specialist: Administer, plan, coordinate, evaluate, direct, and develop policy and legislation for three major statewide forestry programs: Wisconsin's Tree Improvement and Genetics Program, Wisconsin State Forest Nurseries, and Wisconsin's Reforestation Program. Provide expertise to department management, Geographic Management Unit staff, legislators, and the Natural Resources Board.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed, and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification series was created effective October 12, 1997, and announced in Bulletin CC/SC-74, in order to describe positions which perform forester work at the departments of Natural Resources and Military Affairs. The creation of this classification series resulted from the Governor's Human Resource Reform Commission recommendation to simplify the classification system. This action resulted in the abolishment of the Forester classification series (class codes 55171 through 55175).

This specification was modified effective March 12, 2000, and announced in Bulletin CLR/SC-109, in order to reflect the elimination of the management designation within this series. Those positions meeting the management designation are now included in the Natural Resources Staff Specialist series, which was created as a result of the expansion of broadbanding in March, 2000.

This specification was modified effective May 5, 2002, and announced in Bulletin MRS-SC-138, as a result of a reorganization within the Department of Natural Resources.

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