

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

TRUST LANDS FORESTRY SUPERVISOR

I. INTRODUCTION

Purpose of This Classification Specification

This classification specification is the basic authority (under ER 204, Wis. Adm. Code) for making classification decisions relative to the single forestry supervisory position located within the Division of Trust Lands and Investments, Board of Commissioners of Public Lands. Positions allocated to this classification are responsible for providing professional scientific and supervisory expertise in forest management. 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 definition 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.

II. DEFINITION

FORESTRY SUPERVISOR

Under the general supervision of the Executive Director, this position is responsible for administering, directing, and coordinating all activities of the Trust Lands and Investments’ District Office. Duties include developing, implementing, monitoring, and evaluating policies and procedures for the reforestation, regeneration, and timber stand improvement programs; analyzing existing statutes and rules and proposing new legislation or revisions to existing legislation; maintaining liaison and working contacts with federal, state, and local natural resources, environmental and/or other forestry related agencies, other regulatory agencies, and other pertinent persons and/or organizations; supervising, coordinating, and reviewing the work of professional foresters to assure conformance with established policy, procedures, and standards; recommending the hiring, transfer, suspension, layoff, recall, promotion, discharge, assignment, evaluation, discipline, and adjustment of grievances of subordinate employees.

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 was created effective March 12, 2000 and announced in Bulletin CLR/SC-109. The position allocated to this classification was previously allocated to the Forestry Supervisor 2 classification which was abolished in order to accommodate implementation of the expansion of the broadband pay structure, effective on March 12, 2000.

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