

NATURAL RESOURCES FORESTRY REGIONAL MANAGER

The Division of Forestry is organized both hierarchically and by geographic unit. In the field, it is organized geographically (from smallest to largest) into Field Stations, Areas, and Regions. Field positions report administratively to their respective supervisor and receive program direction from Central Office staff. Classification level is a function of both the size of the geographic unit and the responsibility for program(s). Central Office jobs typically have a statewide focus and varying levels of program responsibility.

KIND OF WORK

Managerial regional forestry resource management work.

NATURE AND PURPOSE

Under general direction, administer Forestry policies, personnel, fiscal and resource management programs in a Region; supervise Area supervisors in the Region so that regional objectives are met; and, as member of the Director's Management Team, contribute to statewide Forestry management by advising and providing information to the division director; perform related work as required.

This class differs from lower level regional forestry classes in having responsibility for the policies and operations of an entire Region rather than an Area or a number of programs. Positions in this class differ from Forestry Administrative Supervisor positions in their emphasis on field operations rather than statewide program planning and administration, and policy-setting role as members of the Director's Management Team. This class differs from the NR Forestry Section Manager class in having a regional rather than a statewide focus and in emphasizing implementation rather than overall division policy.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Direct the work activities of subordinate staff to attain program standards and ensure consistent application of policies and procedures by overseeing the selection, assignment, training, evaluation, and discipline of employees and resolving major personnel problems.

Manage the Region's budget to efficiently meet program needs by preparing the overall regional budget, reviewing, approving or modifying Area annual spending plans, approving major equipment purchases, and recommending capital improvement needs.

Direct Forestry management programs and policies to ensure priorities and objectives are met by overseeing the Region's program work and resolving unusual problems.

Administer and evaluate department and division policies that apply to the Region's operations to ensure compliance with state rules and regulations by implementing new regional or statewide policies, monitoring adherence, and resolving conflicts or handling infractions.

Provide information and recommend changes and adjustments to statewide Forestry policies so that the director and other managers understand the problems and opportunities in the Region by attending meetings of the director's management team, submitting reports and recommendations, and eliciting information from field staff.

Represent the department to public and private industries to ensure accurate dissemination of information and good public relations by making speeches, resolving major problems with clients or the public, and supervising the public relations activities of subordinate staff.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Human resource policies and procedures and labor contract provisions sufficient to oversee adherence to regulations and to resolve major personnel problems.

Principles of forest resource management sufficient to supervise the activities of NR Forestry Supervisors and answer questions from clients and the public.

Developing trends in forest utilization sufficient to provide information and recommendations on the setting of timber prices and investment possibilities.

Administrative, business and personnel laws, rules and procedures sufficient to manage a large budget and anticipate future needs.

Division of Forestry policies, programs, and long-range goals and objectives sufficient to oversee forest management and planning within a Region and ensure they comply with statewide standards.

Skill in:

Human relations sufficient to motivate staff; resolve employee complaints and discipline problems; and maintain good working relationships with forest industries representatives, legislators, and the public.

Oral and written communications sufficient to supervise subordinate staff in a constructive and positive manner, to clearly and thoroughly explain decisions, to convey resource needs via fiscal reports and budget documents, and to train staff.

Ability to:

Motivate staff sufficient to operate at maximum efficiency while remaining within contract rules and procedures.

Make sound, independent decisions on major program and policy issues sufficient to clarify staff roles and responsibilities, resolve problems, and keep operations running smoothly.

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Former Title(s): NR Regional Forestry Manager