

ENVIRONMENTAL SPECIALIST III - SES - 42002080

Date: Apr 27, 2022

Location: TALLAHASSEE, FL, US, 32399

Agency: Agriculture and Consumer Services

Working Title: ENVIRONMENTAL SPECIALIST III - SES - 42002080

Position Number: 42002080

Salary: \$40,948.18 - \$49,137.92

Posting Closing Date: 05/11/2022

**ENVIRONMENTAL SPECIALIST III - SES
FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
FLORIDA FOREST SERVICE
OPEN COMPETITIVE OPPORTUNITY **

CONTACT:

Todd Knapp, (850) 681-5879

MINIMUM REQUIREMENTS:

A bachelor's degree from an accredited college or university with a major in Forestry or related field **and** two (2) years of professional experience in forestry; or

A master's degree from an accredited college or university with a major in Forestry or related field **and** one (1) years of professional experience in forestry; or

An associate's degree in Forestry or related **and** four (4) years of professional experience in forestry. Professional experience in forestry can substitute on a year-for-year basis for the required college education.

Requires possession of a valid driver license.

*****ATTENTION CANDIDATES*****

To be considered for a position with the Florida Department of Agriculture and Consumer Services:

- **All fields in the Candidate Profile must be completed.**
- **Work history, hours worked, and formal education fields must be filled out to determine qualifications for this position.**
- **Responses to Qualifying Questions must be verifiable in the Candidate Profile.**

The Florida Department of Agriculture and Consumer Services values and supports employment of individuals with disabilities. Qualified individuals with disabilities are encouraged to apply.

ADDITIONAL REQUIREMENTS:

Successful applicant must pass a background screening, including fingerprinting, as a condition of employment.

Occasional to moderate travel required. Position may respond to emergencies, including natural disasters or other type incidents requiring travel, as needed.

NOTES:

The anticipated minimum hiring salary for this position is \$40,948.18 annually.

JOB DUTIES:

Reviews all timber sales using the Forest Product Sales (FPS) System, reviews timber sale policies and procedures and maintains the FPS system. Tracks timber market trends to time timber sales to meet agency needs as well as maximize revenue. Monitors timber sale contracts for expiration dates and works with the field to close out or amend contracts as needed. Works with field units to develop and manage cattle leases, apiary leases, and other forest product agreements to provide these services and generate revenue. Renews and amends agreements as needed.

Tracks and provides weekly state lands revenue reports to the State Lands Supervisor. Projects expected state lands revenue from the beginning through the end of the fiscal year; report frequency is periodically and as directed.

Supervises two (2) Other Public Land (OPL) Senior Forester positions that coordinate timber sales and reforestation efforts on other state, county, and/or municipal lands, including assessments for timber management in ten-year management plans. Provides direction and supervision to OPL Senior Foresters working on management plan advisory groups and land management reviews on state conservation lands.

The position is the direct supervisor for the Senior Forester and Forester positions that facilitate communication between the Florida Forest Service and National Forests in Florida and conduct fieldwork authorized under the Good Neighbor Authority agreements. Administers the Master and Supplemental Good Neighbor Agreements in Florida to help with timber sale preparation, administration, forest inventory/common stand exams, archeology surveys, rare plant surveys, and road management. Ensures annual operational plans are developed and followed. Reviews fiscal reports for accuracy. Monitors the FFS Fiscal Section requests for reimbursements from the USFS to the FFS to ensure requests are accurate and timely. Makes sure annual accomplishment reports are completed and submitted as identified in the agreement. Works with USFS and FFS staff to rewrite or amend agreements as necessary.

Compiles year-end revenue and timber harvest data to be used for "Payment to the Counties Report", in which 15% of gross receipts from each state forest that is located in a fiscally constrained county, is returned to the county in which the state forest is located. Assists with Land Management Uniform Accounting Council (LMUAC) reporting.

Assists the Forest Management Bureau and field units with annual Sustainable Forestry Initiative (SFI) audits and compliance. Performs SFI internal audits on state forests within the program, provides field unit personnel instruction on documentation requirements, assists with annual management reviews and continuous improvement meetings, and readiness reviews. Participates in the desk audits and supports field personnel as needed on-field audits. Works with the State Lands Supervisor to review draft audit reports and annual surveys.

This individual is responsible and accountable for managing budget/dollars/resources (staff, vehicles, computers, cell phones, etc.) of any assigned programs in an efficient and accountable manner. This individual is responsible for ensuring that assigned program areas have operational procedures and processes which result in accountability and compliance with Florida Forest Service (FFS) and department policies and procedures.

Performs related duties as required.

THE FOLLOWING BENEFITS ARE INCLUDED:

- State of Florida retirement package
- 10 Paid holidays annually
- 176 hours of paid Annual Leave annually
- 104 hours of Sick Leave annually

- Health Insurance – the State covers the majority of the premiums for Individual and Family coverage
- Life insurance
- Additional supplemental insurances available such as dental, vision, etc.
- Tax deferred medical and childcare reimbursement accounts available
- Tax deferred savings program available through payroll deduction
- Uniforms provided at no cost
- Annual boot purchase allotment

Special Notes:

The State of Florida is an Equal Opportunity Employer/Affirmative Action Employer, and does not tolerate discrimination or violence in the workplace.

Candidates requiring a reasonable accommodation, as defined by the Americans with Disabilities Act, must notify the agency hiring authority and/or People First Service Center (1-866-663-4735). Notification to the hiring authority must be made in advance to allow sufficient time to provide the accommodation.

The State of Florida supports a Drug-Free workplace. All employees are subject to reasonable suspicion drug testing in accordance with Section 112.0455, F.S., Drug-Free Workplace Act.