

# Bridging The Gap

## Position Description

<b>Job title</b>	<i>Heartland Tree Alliance Community Forestry Specialist</i>
<b>Reports to</b>	<i>Heartland Tree Alliance Community Forestry Coordinator</i>
<b>Status</b>	<i>Full-time, nonexempt</i>

### Job purpose

The Community Forestry Specialist will play a crucial role in executing and maintaining tree planting projects throughout the Kansas City area on public and private property. The Community Forestry Specialist will plant, water, prune, stake, mulch, and perform other duties to aid in the establishment of trees in the Kansas City area.

### Primary Duties and Responsibilities

- Plant 10–15-gallon containerized trees by hand
- Identify appropriate tree planting locations
- Water, mulch, stake and prune young trees
- Maintain accurate records of tree planting activities, including species, locations, and dates planted
- Assist in workday planning such as requesting utility locates and delivering materials
- Drive BTG truck to site with trees, tools, water tank, and trailer as necessary
- Participate in BTG all staff events and meetings, as required
- Assist in tool maintenance and the loading and unloading tools and supplies
- Represent BTG and maintain positive interactions with the public and project partners
- Other job-related duties as requested or assigned and subject to reasonable accommodation
- Track and report work completed
- Perform and record tree inspections
- Use iPads and GPS units to inventory newly planted trees

### Qualifications

#### Required:

- Must have a valid driver's license and good driving record
- Capable of regular and on-time attendance
- Strong problem solving and creative skills
- Able to work alone or alongside a team
- Able to do diligent physical work in various weather conditions and to lift 45 pounds
- Must be at least 18 years of age
- All candidates will be subject to a background check within compliance with applicable local, state, and federal laws

#### Desired:

- Experience driving a pick-up truck and trailer
- Experience in the landscape industry or planting trees
- Basic computer literacy, or familiarity with ArcGIS

### **Working conditions**

The Tree Planting Specialist will work outside >85% of the time depending on the season and may be required to work some evening and weekend hours.

### **Physical requirements**

- Ability to move 45 pounds from the truck bed to the ground and back.
- Ability to handle the physical demands of the job, including shoveling, lifting, pulling, crawling, and bending. Working over uneven terrain.

### **Salary & Benefits**

Benefits include 90% of health, dental vision, life and 100% disability insurance, 2 weeks of paid vacation, 14 paid holidays including between December 24th and New Year's Day but may be adjusted to meet your cultural or religious preferences, supportive team atmosphere, some schedule flexibility, and a dog-friendly office.

Pay range is \$33,000 - \$42,000.

Bridging The Gap is an equal opportunity employer and understands the value of having a team with a diversity of experiences and perspectives to optimize our potential for compassion, collaboration, creativity and excellence in service. BTG encourages people from all backgrounds and perspectives to apply.

**To apply:** Please submit (email preferred; no phone calls please) a cover letter and resume outlining your qualifications for the position including work background, education, experience, and other skills that may qualify for this position to:

Bridging The Gap  
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