

JOB DESCRIPTION

JOB TITLE: Seasonal Parks Maintenance, Forest Lands (ACFL)

DEPARTMENT: Parks and Recreation

REPORTS TO: Parks Maintenance, Forest Lands

FLSA CLASSIFICATION: Non-Exempt

WORK SCHEDULE: Applicants must be able to work varied shifts including weekdays, weekends, and holidays.

GENERAL PURPOSE OF THE JOB: Performs and assists in the maintenance of all forest roads and trails according to the ACFL trail maintenance standards.

LEVEL OF AUTHORITY: Performs duties assigned by ACFL maintenance worker. Must be able to work independently with minimal supervision, using some independent judgment within the guidelines of the ACFL Management Plan.

WORK ENVIRONMENT: Most of the work is performed alone outdoors in all kinds of weather conditions in the 2,800 acres of the Anacortes Community Forest Lands, which includes woodlands, wetlands, lakes, and mountains. When performing litter pickup, may be exposed to potentially hazardous materials and items. Work performed in this job may place the employee at risk of occupational exposure to blood borne pathogens. Hepatitis A and B vaccinations will be offered.

ESSENTIAL JOB FUNCTIONS:

1. Perform and assist in all activities necessary to the maintenance of the forest roads and trails, ensuring that the trails are kept open and safe to use, that litter is picked up regularly, and that fires are put out.
2. Assist ACFL Maintenance to ensure proper use and to preserve and protect the lands and associated plant and animal communities from damage.
3. Support the activities of volunteers and interested citizens in education, recreation, maintenance, and conservation programs.
4. Patrol the forest lands regularly and coordinate with the Anacortes Police Department in enforcement of applicable regulations and laws. Assist Police and Fire Departments with searches and rescues.
5. Maintain a daily log and accurately document trail maintenance.
6. Perform all work in accordance with sound safety practices and procedures.

QUALIFICATIONS:

Technical

1. Must be able to demonstrate moderate knowledge of forestry, botany, wildlife biology, and ecology.
2. Must have work experience demonstrating ability to deal with a variety of people in many situations, preferably in some enforcement capacity, showing good communications skills and tact.
3. Must possess a valid Washington State driver's license.
4. Must be able to obtain a first-aid/CPR and Blood Borne Pathogen Card.
5. Must have a high school diploma, G.E.D. or be working toward an equivalent as evidence of a general education and basic skills. A degree in forestry, recreation, or work experience in like field is desirable.
6. Must acquire a thorough understanding of the ACFL Management Plan to interpret and apply the guidelines in maintenance and enforcement activities.
7. Must have, or quickly acquire, a comprehensive knowledge of the forest lands, including trails, boundaries, and party spots.
8. Must be able to read and interpret maps.

PHYSICAL:

1. Must be at least 18 years old.
2. Physical strength sufficient, for example, to lift up to 50 pounds, to push a wheelbarrow containing up to 50 pounds over uneven terrain and to operate a chainsaw for sustained periods up to a full day.
3. Physical stamina to sustain heavy physical labor for the entire shift on a regular basis.
4. Agility and balance as necessary to maneuver around narrow trails.
5. Ability to use all senses to as high a degree as necessary to assess a situation for significant elements or potential dangers, for example, to communicate by radio or cellular phone, to detect fire, or to detect misuse of the lands.

Other Capabilities

1. Ability to perform enforcement duties firmly, courteously, tactfully, and with respect for all the rights of citizens.
2. Self starter, able to work alone and independently, and stay focused on accomplishment of necessary tasks to achieve lands management objectives.

Use of Tools and Equipment

Maintenance equipment includes pickup truck, 4-wheel utility vehicles, mountain bike, tractors, backhoe, dump truck, water pump, chainsaw, brush cutter, landscape and pruning tools, carpentry tools, and other hand tools.

OTHER:

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility; but should not be considered an all-inclusive listing of work requirements. Individual may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or is a logical assignment to the position. Individuals may perform other duties as assigned.

1. As an absolute condition of employment, employees are required upon hire to sign a drug-free workplace agreement and an agreement not to use tobacco products in any form while on the job.
2. The statements contained in this job description reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.
3. Following an offer of employment, and prior to starting work, individuals may be required to have a pre-employment physical examination by a physician designated by the City of Anacortes. The City will pay for the examination. Satisfactory clearance to perform essential job functions will be required for employment.

Are you able to perform the essential functions of this job, including attendance, with or with accommodation?

Yes _____

No _____

If testing is required, will accommodation be necessary?

Yes _____

No _____

Signature

Date