

Job Description

Assistant District Forester- Cumberland TN District

Location: Cookeville, TN

Salary: \$3,206- \$5,127/month

Job Description:

The Assistant District Forester (Programs) is primarily responsible for implementing the Division's wildfire programs throughout the district. Additionally, this position assists district staff in the implementation of other Division programs such as forest health, water quality and forest management. The Assistant District Forester works under the direct supervision of the District Forester.

Specific Job Duties:

PLANNING

1. Develops and initiates Annual District Fire Prevention Plans.
2. Maintains District's fire and prevention caches.
3. Maintains availability roster of District resources for deployment (in/out-of-state).
4. Maintains readiness of personnel for response to wildfires through equipment inspections and maintaining qualifications records within IQS.
5. Coordinates District trainings to include IMT/IC trainings.
6. Oversees new hire and seasonal initial fire trainings (S-130, S-190).

PROGRAM DEVELOPMENT AND IMPLEMENTATION

1. Manages District's Fire Suppression and Prevention Programs.
2. Oversees District's fire dispatch and burn permit systems.
3. Develops Annual and Spring Fire Reports.
4. Administers District Work Capacity Tests.
5. Manages District's Federal Excess Personal Property (FEPP), Firefighter Personal Property (FFP) and the Volunteer Fire Assistance Grant (VFA) programs.
6. Maintains the Remote Automated Weather Stations (RAWS) within the district.

FISCAL ADMINISTRATION

1. Follows all state purchasing processes and policies and ensures those same policies and processes are adhered to by both direct reports and indirect reports.
2. Manages District's fire preparedness and prevention budgets and secure supplies/materials.

SUPERVISION

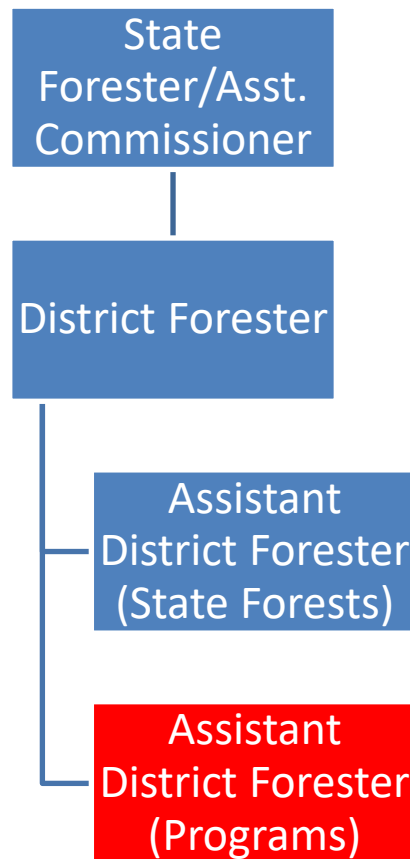
1. Directly supervises 2 Fire Resource Coordinators.
2. Develops annual Individual Performance Plans and conducts interim and annual reviews for direct reports.

Application link can be found on the Tennessee Division of Forestry's Careers page:
<https://www.tn.gov/agriculture/forests/employment-opportunities.html>

For more information, please contact:

ANDY MCBRIDE | District Forester
Department of Agriculture
Cumberland District
929 West Jackson Street, Suite C
Cookeville, TN 38501
o. 931-510-1442
andy.mcbride@tn.gov
www.tn.gov/agriculture

Organization:



Division Background

The Tennessee Division of Forestry (TDF) celebrated its centennial anniversary in 2014. One of the Division’s first missions was to plant trees on eroded and abandoned farm land in the western part of the state. Over the decades, TDF has grown to protect, conserve, and enhance Tennessee’s 14 million acres of forest land through forest health protection, rural and urban forest management, wildfire and prescribed fire management, water quality protection, forest business services, state forest management and conservation education. Today, TDF employs over 400 personnel statewide and is well known as the wildfire and forest health experts. The Division resides within the Tennessee Department of Agriculture whose mission is to promote wise uses of Tennessee’s agricultural and forest resources, to develop economic opportunities, and to ensure safe and dependable food, fuel, and fiber for all citizens.