

ARBORIST

DISTINGUISHING FEATURES OF THE CLASS The work involves responsibility for directing, overseeing and supervising all urban forestry activities for the City of Saratoga Springs. This will include enforcing City ordinances and regulations governing the planting, maintenance, protection and removal of trees on all City streets, parks and other City owned property; and supervising a crew of workers assigned to the tree removal, tree trimming and tree planting programs. Supervision is received from the Commissioner and Deputy Commissioner of Public Works. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES The duties listed are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

Directs, supervises and trains Department of Public Works staff engaged in urban forestry activities;

Plans, develops, implements and oversees the tree maintenance program, including specialized tree maintenance, and establishes priorities in accordance with the City's Urban and Community Forestry Master Plan;

Develops and manages the City's tree removal program. Determines if trees on City-owned property are hazardous or diseased and oversees the appropriate treatment or removal. Ensures tree removal is done only as is necessary;

Plans, develops, implements and oversees the tree replacement program, including the selection of trees, in accordance with the City's Urban and Community Forestry Master Plan;

Maintains, updates and, as necessary, adjusts the City's urban forest tree inventory;

Assesses and selects locations for trees;

Reviews requests to plant, spray, fertilize, prune, remove or replace trees located on City-owned property;

Reviews requests from private citizens for the planting of new trees, and approves or denies the request based on the merits;

Serves as an advisor to the Commissioner of Public Works and assists in the development of City-wide arbor-cultural and horticultural practices/program, such as, but not limited to, the City's Urban and Community Forestry Master Plan;

Prepares a variety of narrative and statistical reports;

May assist the Commissioner in promoting and cultivating citizen involvement in the care and stewardship of the City's urban forest in keeping with the City's Urban Forestry Master Plan;

May act as an advisor to the Commissioner in regard to site plans for Land Use Boards;

May advise the Commissioner of Public Works of annual budget needs relating to the City's urban forestry program;

May assist the Commissioner in the establishment of a tree nursery, and will be responsible for the maintenance of the tree nursery;

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Thorough knowledge of current principles, practices and techniques of urban forestry; good knowledge of current practices and techniques of arboricultural science; ability to enforce ordinances and regulation pertaining to the urban forestry program; ability to work effectively with a diverse local community, with community groups and local residents; ability to train and supervise both labor class and technical employees; ability to communicate effectively both orally and in writing; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS

1. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an associates degree in forestry, horticulture, arboricultural science or a closely related field, and three (3) years of full-time paid professional level work experience in forestry, or arboricultural work; or,
2. Graduation from High School or possession of a high school equivalency diploma and Five (5) years of full-time paid professional level work experience in forestry or arboricultural work; or professional work in the care and propagation of trees.

SPECIAL NOTE: Must possess a valid NYS drivers' license, must maintain said license for the duration of employment and must meet the City of Saratoga Springs' Fleet Safety Policy. For the City of Saratoga Springs, a valid license is defined as a license which is not conditional, temporary, restricted or suspended.

Adopted: April 15, 2013