



## **CEDAR CREEK CAMP SUPERINTENDENT Pacific Cascade Region**

Recruitment # 2008-07-4721

### **AGENCY MISSION AND CHALLENGE**

At the Department of Natural Resources (DNR), we support the vision of a sustainable future by protecting and managing the natural resources that belong to the citizens of Washington. We provide professional, forward-looking stewardship of state trust lands, native ecosystems and natural resources under the leadership of the Commissioner of Public Lands, an elected official.

DNR manages over 5 million acres of state-owned land that includes forest, range, commercial, agricultural and aquatic lands. We generate revenue that supports public schools, state institutions and county services. But managing lands is only half of our story. We also protect other public resources such as fish, wildlife, water, and provide public access to outdoor recreation. Two of our largest and most important state-wide resource protection responsibilities are fire prevention and suppression, and overseeing forest practices.

The DNR operates with a biennial budget of approximately \$400 million and has over 1300 employees. For more information about the department, see the DNR website at [www.dnr.wa.gov](http://www.dnr.wa.gov)

<b>Job Classification:</b>	WMS Band 1
<b>Type of Position:</b>	This is a permanent position.
<b>Monthly Salary Range:</b>	\$3984 – \$5085
<b>Benefits Package:</b>	Health and dental insurance, retirement pension, vacation, sick leave and holidays
<b>Posting Date:</b>	July 24, 2008
<b>Closing Date:</b>	August 6, 2008
<b>Location:</b>	Cedar Creek Correctional Facility, Little Rock WA

### **POSITION PROFILE**

The position manages and administers the Department of Natural Resources (DNR) forestry camp operation in cooperation with the Department of Corrections (DOC) at the Cedar Creek Correction Center (CCCC), a minimum security correctional facility, with trained, skilled, and motivated staff utilizing offender labor; to provide services in a safe and efficient manner to the DNR and multiple public agencies to meet multiple program and agency objectives. Work assignments primarily consist of DNR silvicultural work projects or wildland fire suppression but also include reimbursable projects for other state, local and federal agencies. These projects can include tree planting, plantation management, precommercial thinning, forest road maintenance, construction and maintenance of recreation trails, bridges and other facilities, timber sales preparation work, and wildland fire suppression. This position is responsible for managing camp staffing allotments to meet work deliverables. The position also manages a DNR equipment maintenance shop and the DNR facility, equipment, and associated needs of the Cedar Creek work unit. Direct reports include (2) Natural Resource Camp Manager 1's, (1) Equipment Technician V, (1) Carpentry Supervisor 2 and is the second line supervisor to (11) Forest Crew Supervisors Correctional Facility and 1 Carpentry Supervisor 1.

### **REQUIRED POSITION QUALIFICATIONS**

- At least one year as a Natural Resource Camp Manager 1, or at least one year as a Forester 2 with one year supervisory experience, **OR**
- An Associates or Bachelors degree in Forest Management, Natural Resources or a closely related field **and** one year supervisory experience. (*Equivalent experience may be substituted on a year for year basis*).
- Knowledge of natural resource management operations methods, practices and techniques plus supervisory skills.
- Ability to establish and maintain effective working relationships through tactful and ethical behavior and conflict resolution.
- Ability to communicate clearly in writing and orally as well as negotiate solutions to complex issues.
- Ability to manage a wide variety of forestry operations, and other work plus maintain good communications to accomplish DNR work plans and other agency commitments.

- Ability to make solid professional management level decisions that are in step with agency policies, procedures and bargaining agreements.
- Ability to function independently to make safe and cost-effective decisions.

**DESIRED POSITION QUALIFICATIONS**

The ideal candidate will also show demonstrated success in the following:

- Time spent working in the Inmate Camps program, preferably with adult offenders.
- Accountability for productivity – best use of time and resources.
- Professional writing skills.
- Ability to communicate effectively with supervisors, co-workers, offenders and DOC staff.
- Ability to work well independently and as a member of a highly motivated team.
- 12 months experience in forestry related tasks, such as: Pre-commercial thinning, tree planting, plantation management and fire suppression.

**SPECIAL POSITION REQUIREMENTS AND WORKING CONDITIONS**

- Ability to work on uneven terrain in all weather conditions.
- A valid driver’s license and two years of driving experience.
- Must be at least 18 years of age at the time of hire.
- Due to the sensitive and confidential nature of this position, BACKGROUND INVESTIGATIONS will be conducted on successful candidates.
- May require extended periods away from home and long working hours.
- The successful candidate will be required to establish a residence within 1 hour travel from the Cedar Creek Correction Center. This requirement must be met within 6 months of appointment

**WHO MAY APPLY**

This recruitment is open to anyone who meets the required qualifications for this position.

**APPLICATION PROCESS**

To be considered for this position please submit:

- A letter of interest describing how your experience and qualifications relate to the job profile and the required and desired position qualifications. Indicate in your letter of interest how you learned of this opportunity.
- A completed application – [DNR Job Application](#)
- A resume
- An online voluntary [Applicant Profile Questionnaire](#). *(This form is submitted online).*
- Safety sensitive positions applicants must provide their previous 10 year history to include: employment, education, periods of unemployment, etc.
- At least 3 professional references with direct knowledge of your qualifications for this position, including at least one reference from a current supervisor, one from a subordinate and one non-DNR i.e. outside agency or company.
- Finalists will be asked to provide an employment/commercial driving record issued from the state in which you are currently licensed

The first screening will be based on information contained in your candidate materials.

Submit all materials by the closing date to:

<b>Electronic method preferred</b>	OR other method
<a href="mailto:judy.hainline@dnr.wa.gov">judy.hainline@dnr.wa.gov</a>	Judy Hainline PO BOX 280 Castle Rock WA 98611

**NOTE: Please indicate *Camp Superintendent and recruitment #2008-07-4721* in the subject line of your e-mail.**  
By submitting the application materials you are indicating that all information is true and correct to the best of your knowledge. You understand that the state may verify information and that untruthful or misleading information is cause for removal from applicant pool or dismissal if employed.

Questions? Please contact Kirk Willis at (360) 274-2003 or e-mail us at [judy.hainline@dnr.wa.gov](mailto:judy.hainline@dnr.wa.gov) .

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