



JOB INFORMATION

Job Code	NC82
Job Description Title	University Arborist
Pay Grade	FM14
Range Minimum	\$50,730
33rd %	\$60,870
Range Midpoint	\$65,940
67th %	\$71,020
Range Maximum	\$81,160
Exemption Status	Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	8/23/2018

JOB FAMILY AND FUNCTION

Job Family:	Facilities, Maintenance, & Operations
Job Function:	Grounds

JOB SUMMARY

Oversees the health, growth, and care of all trees on Auburn University's campus by managing the impact of development in accordance with the Design and Construction Standards and strategizing future tree expansion in accordance with the Landscape Master Plan (LMP). Assigns and trains employees in all aspects of tree care using proper arboriculture techniques in order to maintain University grounds as a safe atmosphere for students, faculty, staff, and the general public.

RESPONSIBILITIES

- Oversees tree care and tree maintenance for all of Auburn University property with a focus on main campus properties by supervising and performing work with the in-house tree care team to include pruning, trimming, watering, planting, and cabling trees in conformance with specific growth patterns and care requirements and performing soil remediation to ensure University properties are kept safe and presentable at all times.
- Updates and manages the campus tree inventory to include new plantings, existing trees, and removal of trees using multiple methods of tracking. Assesses all core campus trees for risk and submits tree removal forms to Facilities personnel and the Tree Preservation Committee to ensure University properties and the campus tree inventory are properly maintained.
- Reviews plans and advises designers and engineers on tree protection needs for projects and consults with Project Managers to ensure contractors are adhering to tree protection guidelines. Collaborates with the Office of the University Architect to develop annual planting projects for all University properties.
- Leads the Campus Tree Advisory Committee to establish goals and gather information to aid in the Urban Forest Management Plan and serves as the liaison between the Office of the University Architect, Landscape Services, and the Tree Preservation Committee regarding the health and care for campus trees.
- Develops and implements an annual tree pruning program. Responsible for managing tree service contracts for removals, pruning, stump grinding, and storm clean-up outside of the expertise of Landscape Services to ensure all University properties are kept safe and presentable in terms of tree care at all times.
- Ensures the effective management of employees including hiring, orientation, training, mentoring, supervising, evaluating, and supporting ongoing professional development to promote well-informed and motivated staff and excellent customer service at all levels.
- Oversees the maintenance and minor repair of arboriculture equipment including, but not limited to, bucket trucks, dump trucks, backhoes, water vehicles, brush chippers, and chainsaws.
- Communicates with campus constituents and various other stakeholders to keep them informed of work progress and answer questions regarding projects or other matters concerning University trees.
- Plans ceremony and coordinates volunteers and groups outside the University for the observance of National Arbor Day.

RESPONSIBILITIES

- Performs other related duties as assigned by the Landscape Superintendent.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility Supervises others with full supervisory responsibility.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience
Bachelor's Degree	in Urban Forestry, Horticulture, Landscape Architecture, or related field.	And	6 years of	Experience in arboriculture to include urban tree inventory and aerial and ground pruning. Experience in whole tree felling, landscape design, or space planning preferred. Experience must include two (2) years supervising, leading, or mentoring employees in this field.

Substitutions Allowed for Experience Yes

Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Field knowledge of arboriculture standards and techniques for pruning, felling, and planting.

Knowledge of Southeastern forest management.

Knowledge in the use of standard industry equipment including chainsaws, bucket trucks, and basic landscape equipment.

Knowledge of pesticide and fertilizer products, regimens, and proper application.

Knowledge of urban forestry planning and tree preservation/protection.

Knowledge of risk assessment for trees located in the urban setting.

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired	
	International Society of Arboriculture (ISA) Certified Arborist certification	Upon Hire	Required	And
DL NUMBER - Driver License, Valid and in State	Any State	Upon Hire	Required	And
	Must obtain ISA Qualified Tree Risk Assessor (TRAQ) certification	within 1 Year	Required	And
	TCIA Certified Tree Care Safety Professional (CTSP) certification,	Upon Hire	Desired	And
	State of Alabama Registered Forester certification	Upon Hire	Desired	And

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired
	Ornamental Turf Pesticide Supervisor's License preferred.	Upon Hire	Desired

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking				X		
Sitting			X			
Lifting	X					
Climbing					X	
Stooping/ Kneeling/ Crouching					X	
Reaching					X	
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:
 Ability to see information in print and/or electronically.