

1996 January

City of Cambridge

Title: CITY ARBORIST

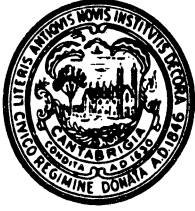
Primary Responsibilities: Perform a variety of complex administrative, technical and professional work to carry out the duties of Tree Warden (Mass G.L. Chapter 87). Manage a comprehensive program with the goal of maintaining the health, safety, and diversity of trees and other vegetation within the city.

Essential Duties:

- *Advise the City Manager on matters concerning trees and related vegetation.
- *Develop and execute policies and procedures that advance long range plans for City trees.
- *Plan and budget annual operations consistent with long range plan including tree planting, maintenance and removal.
- *Coordinate public works forestry crews and monitor contracted services.
- *Undertake a program of staff development to ensure current skills in forestry management, arboriculture, tree selection, tree nursery, planting and removal.
- *Provide guidance to all City departments when activities and projects impact existing trees or involve new planting.
- *Work with other government agencies involved in managing trees and other vegetation within the city.
- *Represent the City's interests with utility companies, developers, businesses, and educational institutions.
- *Work with the Committee on Public Planting
- *Develop and direct public education efforts to include neighborhood groups, residents, property owners, businesses, schools and other organizations.
- *Attend professional meetings and seminars to keep abreast of developments in urban forestry and sound management practices.

Minimum Qualifications: Must be Certified Arborist with working knowledge of Tree Warden responsibilities. Requires demonstrated experience and skills in the following areas:

- *Oral and written communication.
- *Planning, budgeting, and directing projects.
- *Supervision of staff and contracted services.
- *Public relations and education programs.
- *Successful negotiation of competing interests.
- *Collaboration with government officials, citizen groups, and businesses.



EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

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CITY OF CAMBRIDGE
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February 5, 1996

To The Honorable, The City Council:

In response to Awaiting Report Item No. 8, regarding filling the City Arborist position, please be advised that the full time position of City Arborist will be advertized this month. A representative from the Public Planting Committee will participate in the screening process.

Attached is a copy of the job description and qualifications for the position as advertised.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec
attachment

Consent Agenda #20

5-40

Relative to Awaiting Report Item
Number Eight, regarding filling the
City Arborist position.

In City Council February 5, 1996

Placed on file.