



Career Service Authority
Senior Arboreal Inspector

Page 1 of 5

GENERAL STATEMENT OF CLASS DUTIES

At the full performance level, conducts professional technical inspections of trees and shrubs for infestation, disease and hazardous defects and enforces compliance with City ordinances, regulations, rules and policies and exercises delegated authority for tree preservation program development and administration, cooperative and educational partnerships with developers and others and giving expert testimony in legal proceedings.

DISTINGUISHING CHARACTERISTICS

Senior Arboreal Inspector is distinguished from *Arboreal Inspector* by the assignment of duties to *Senior Arboreal Inspector* that are at the full performance level. *Arboreal Inspector* duties are at the standard or intermediate performance level. *Senior Arboreal Inspector* is also distinguished from *Arborist*, which is a class that is responsible for full, formal supervision of non-supervisory and/or working supervisory employees.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally but not always clearly applicable, requiring the employee to exercise judgment in selecting the most pertinent guideline, interpret precedents, adapt standard practices to differing situations and recommend alternative actions in situations without precedent.

Duties assigned are generally complex and may be of substantial intricacy. Work assignment is performed within an established framework under general instructions but requires simultaneous coordination of assigned functions or projects in various stages of completion.

Employee is responsible for determining time, place and sequence of actions to be taken. Unusual problems or proposed deviations from guidelines, practices or precedents may be discussed with the supervisor before being initiated.

Level of Supervision Received and Quality Review:

Under general supervision, the employee receives assignments and is expected to carry them through to completion with substantial independence. Work is reviewed for adherence to instructions, accuracy, completeness and conformance to standard practice or precedent. Recurring work clearly covered by guidelines may or may not be reviewed.

Interpersonal Communications and Purpose:

Contacts with the public or employees where explanatory or interpretive information is exchanged, defended, gathered and discretion and judgment are required within the parameters of the job function.

Level of Supervision Exercised:

By position, performs leadwork.

ESSENTIAL DUTIES

Exercises delegated authority to implement, maintain, evaluate and improve the City tree preservation program and/or similar programs that provide stewardship of urban and community trees.

Creates, presents, evaluates and improves educational programs and information campaigns for other Parks Division employees, developers, other interested groups and the general public.

Prepares, documents and presents expert level opinions and judgments, including court testimony, in contemplated and actual legal action taken by the City to enforce tree related ordinances or before special investigative boards.

Performs comprehensive appraisals of trees to determine monetary value in case of damage resulting from landscaping, street construction, building construction or demolition or other casualty losses.

Through on site audits, reviews, and/or inspections, evaluates and prioritizes trees for infestation, disease, structural deterioration, and possible traffic and other safety hazards. Maintains appropriate records and reference files, including electronic inventory records of existing public right-of-way trees.

Enforces and monitors property owner compliance with tree-related City ordinances, regulations, rules and City policies concerning trees, including issuing summonses.

Requests property owner treatment or removal of affected trees and completes hazardous tree reports.

Investigates complaints made concerning public safety and forest health.

Provides information to citizens regarding code violations and recommends, implements, and coordinates appropriate solutions.

Provides technical assistance to affected property owners, evaluates and distributes information to the public and other governmental agencies.

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Any one position may not include all of the duties listed.
However, the allocation of positions will be determined by
the amount of time spent in performing the essential duties
listed above.
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MINIMUM QUALIFICATIONS

Competencies, Knowledges & Skills:

Integrity/Honesty – Displays high standards of ethical conduct and understands the impact of violating these standards on an organization, self, and others, chooses an ethical course of action, and is trustworthy.

Interpersonal Skills – Shows understanding friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Technical Competence – Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands and evaluates technical information related to the job; advises others on technical issues.

Organizational Awareness – Knows the organization's mission and functions, and how its social, political and technological systems work and operates effectively within them; this includes the programs, policies, procedures, rules and regulations of the organization.

Reading – Learns from written material by determining the main idea or essential message and recognizes correct English grammar, punctuation, and spelling.

Flexibility – Adapts quickly to changes.

Reasoning – Discovers or selects rules, principles, or relationships between facts and other information.

Writing – Uses correct English grammar, punctuation, and spelling to communicate thoughts, ideas, information, and messages in writing.

Teamwork – Encourages and facilitates cooperation, pride, trust, and group identity and fostering commitment and team spirit while working with others to achieve goals.

Decision Making – Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the best alternative in order to make a determination and to draw conclusions and/or solve problems.

Oral Communication – Expresses information to individuals or groups effectively, taking into account the audience and nature of the information, makes clear and convincing oral presentations, listens to others, attends to nonverbal cues, and responds appropriately.

Customer Service – Works and communicates with clients and customers to satisfy their expectations and is committed to quality services.

Self Management – Sets well-defined and realistic personal goals, displays a high level of initiative, effort, and commitment towards completing assignments in a timely manner, works with minimal supervision, is motivated, and demonstrates responsible behavior.

Attention to Detail – Is thorough when performing work and conscientious about attending to detail.

Problem Solving – Identifies problems, determines accuracy and relevance of information, uses sound judgment to generate and evaluate alternatives, and makes recommendations.

Planning and Evaluating – Organizes work, sets priorities, determines resource requirements, determines short and long term goals and strategies to achieve them, coordinates with other organizations or parts of the organization, monitors progress, and evaluates outcomes.

Information Management – Identifies a need for and knows where or how to gather information and organizes and maintains information or information management systems.

Teaching Others – Helps others learn through formal or informal methods; identifies training needs; provides constructive feedback; coaches others on how to perform tasks; acts as a mentor.

Stress Tolerance – Deals calmly and effectively with high stress situations (for example, tight deadlines, hostile individuals, emergency situations, and/or dangerous situations).

Arithmetic – Performs computations such as addition, subtraction, multiplication, and division correctly using whole numbers, fractions, decimals, and percentage.

Knowledge of various types of disease, infestations, or structural defects common to trees sufficient to be able to inspect, evaluate, and provide recommendations or initiate appropriate actions.

Knowledge of the principles of arboreal practices and the mechanics of tree failure sufficient to be able to evaluate and inspect trees for public safety. Refers to specialized knowledge that is acquired through formal training and extensive on-the-job experience.

Skill in articulating the principles of arboreal practices and the mechanics of tree failure to a non-specialized or hostile audience.

Skill in exercising initiative, judgment, and decision making in solving problems and meeting organizational objectives.

Skill in independently adapting, interpreting, and applying written guidelines, precedents, and standardized work practices to a variety of unprecedented or problematic situations.

Skill in investigating and analyzing information relative to the work assignment.

Physical Demands:

Standing: remaining on one's feet in an upright position.

Walking: moving about on foot.

Balancing: maintaining body equilibrium to prevent falling over.

Stooping: bending the body by bending spine at the waist.

Crouching: bending body downward and forward by bending legs.

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Eye/hand/foot coordination: performing work through using two or more.

Kneeling: bending legs to come to rest on one or both knees.

Reaching: extending the hand(s) and arm(s) in any direction.

Handling: seizing, holding, grasping, or otherwise working with hands.

Fingering: picking, pinching, or otherwise working with fingers.

Feeling: perceiving attributes of objects by means of skin receptors.

Repetitive motions: making frequent movements with a part of the body.

Far Acuity: ability to see clearly at 20 feet or more.

Near Acuity: ability to see clearly at 20 inches or less.

Depth Perception: ability to judge distances and space relationships.

Field of Vision: ability to see peripherally.

Accommodation: ability to adjust vision to bring objects into focus.

Color Vision: ability to distinguish and identify different colors.

Working Environment:

Pressure due to multiple calls and inquiries.

Subject to burns and cuts.

Subject to many interruptions.

Subject to varying and unpredictable situations.

Subject to variations in temperature from hot to cold.

Education Requirement:

Baccalaureate Degree in horticulture, forestry, biology, arboricultural, community and urban Forestry, or a directly related natural science degree

Experience Requirement:

Three years of experience working in the care and management of urban and community trees.

Education/Experience Equivalency:

Additional appropriate experience may be substituted for the minimum education requirement.

Licensure and/or Certification:

Possession of a valid Colorado "R" driver's license at the time of application.

CLASS DETAIL

FLSA CODE: Non-Exempt

ESTABLISHED DATE: 10/01/2006

ESTABLISHED BY: Paul Wiberg

REVISED DATE:

REVISED BY:

CLASS HISTORY: New class which, with Arboreal Inspector, establishes a two class, progressive class series.