City of Bellingham
Classification Specification

CLASS TITLE	**Natural Resources Worker Lead**
DEPARTMENT	**Public Works, Natural Resources**
UNION:	**1937**
SG:	**110**
CS:	**Y**
FLSA:	**Y**
EE04/SOCCODE:	**SM/37-3011**

NATURE OF WORK:

Performs manual field work for the Natural Resources Division of Public Works. Provides support to Natural Resources programming including the Lake Whatcom Watershed Property Acquisition Program, Habitat Restoration Program and Wetland Mitigation Program. Serves as lead to Natural Resources Workers I & II with responsibility for providing on-site instruction, day-to-day direction, communication and support to ensure the needs of Natural Resources programs are met. Leads and participates in ecological restoration activities through the performance of planting native plants, weed management, irrigation and construction and maintenance activities. Performs manual labor and field work involving operation of heavy equipment and hand and power tools. Decommissions, reroutes and maintains trails and constructs signage, fencing and pedestrian boardwalks. Collects, documents and records data. Researches questions, investigates issues, makes recommendations and carries out objectives under the direction of the Supervisor.

DISTINGUISHING CHARACTERISTICS:

This position is distinguished from the Natural Resources Worker II by its greater experience and independence in the performance of duties, additional responsibility for providing day-to-day oversight of the work of lower classified staff, and by providing assistance with training and technical direction. The NR Crew Lead is expected to function competently and efficiently as a member of a work crew with less direct supervision.

Promotion to this classification is not automatic and vacancies will be filled through a competitive selection process.

SUPERVISORY RELATIONSHIPS:

Reports to the Natural Resources Field Supervisor. Receives direction from the Field Operations Manager. Work is performed under general supervision and in accordance with City and departmental policies and procedures as well as applicable statutes, regulations and guidelines. Works independently or with a crew. Acts as lead worker, providing day-to-day oversight of lower classified staff and volunteers or seasonal staff as assigned.

ESSENTIAL FUNCTIONS:

1. Provides day-to-day oversight of lower classified Natural Resources field crew (Natural Resources Worker I & II) in the absence of the supervisor. Ensures safe and efficient performance of daily work. Provides training, on-site instruction and day-to-day direction. Supports the Natural Resources Field Supervisor in implementing and communicating work assignments. Refers complex technical questions, conflicts and personnel issues to Supervisor. Uses Computerized Maintenance Management Systems (CMMS) to create and manage work orders for field staff.

2. Leads and participates in daily field preparation and implementation of native landscape restoration, mitigation and property conservation activities such as clearing the worksite; soil amendments; grading; planting; mulching; weed management including herbicide application, brush cutting and manual weeding; forest management and thinning; structure and debris removal; installation, maintenance and repair of irrigation systems; fish isolation and fish salvage; and construction and maintenance of signs, fences and boardwalks. Performs quality assurance and quality control of work performed.

3. Leads the operation and maintenance of a native plant nursery under the direction of the Supervisor, including planting seedlings, watering, plant propagation, and ensuring proper inventory. Ensures appropriate levels of cleanliness and organization are maintained.

4. Leads and participates in activities associated with decommissioning, rerouting and maintaining trails. Work involves revegetation, constructing/demolishing bridges and signage, and configuring drainage.

5. Conducts rapid site assessments of restoration, mitigation and property conservation sites for completeness, effectiveness, maintenance needs, hazards and encroachments. Initiates work orders based on findings.

6. Documents and inputs monitoring data for parameters such as vegetation, water quality, geomorphic and fish and wildlife, as needed.

7. Assists in hiring and training lower classified Natural Resources Worker positions. Provides support in reviewing experience and training requirements and participates in panel interviews.

8. Operates light equipment such as chainsaws, mowers, riding mowers, line trimmers, brush cutters, miter saws, field sweepers, tracked wheelbarrows, pressure washers and a variety of hand tools and hand power tools.

9. Operates heavy equipment such as pickup trucks with trailer attachments, dump trucks, small tractors with 3-point attachments (Category 1 & 2), backhoes and excavators.

10. Performs manual labor such as digging, shoveling, raking, lifting, and pushing a wheelbarrow.

11. Assists Natural Resources Field Supervisor in responding to public inquiries and concerns. Investigates complaints and issues and resolves those that are within scope

of authority. Assists with collection of information, data and photos for presentations and public meetings and events.

12. Assists with the implementation of an Integrated Pest Management Program using a system of guidelines for best management practices. Applies herbicides in accordance with City, State and federal regulations.

13. Communicates logistical needs to Supervisor.

ADDITIONAL WORK PERFORMED:

1. Performs other related duties within the scope of this classification and of the classes below.

KNOWLEDGE AND SKILLS:

Knowledge of:

- Good working knowledge in the use of hand tools, power tools and equipment.
- Workplace safety rules and regulations.
- Working knowledge of governmental functions and processes.
- Native landscape restoration practices including plant installation, mulch, erosion control, bioengineering, maintenance and plant propagation.
- Working knowledge of fence, trail, and sign construction techniques and materials.
- Working knowledge of managed and natural ecosystems, including wetlands, streams, and riparian systems.
- Working knowledge of arboriculture, silviculture, and native tree issues.
- Working knowledge of herbicide and pesticide storage, application, and reporting.
- Working knowledge of irrigation and drainage systems: repair, design, installation and operation.
- Horticultural practices, plant propagation, and plant harvest.
- Native and invasive species identification.
- GIS-based mapping applications.
- Operation of a wide range of excavators, tractors, dump trailers, chainsaws, chippers, trimmers, and other specialized equipment used in this type of work.
- Computer skills to learn and utilize computer software and technology as required to perform various assignments.

Skill in:

- Prioritizing, organizing, providing direction, monitoring, and implementing the work activity of assigned crews involved in Natural Resources activities.
- Excellent interpersonal skills for interaction with City staff, department staff, local agencies and the public.
- Team skills including problem solving, adaptability/flexibility and time management.
- Providing leadership to lower classified workers in the performance of tasks.
- Data entry and record keeping.

Ability to:

- Use and operate a variety of hand and power tools and motorized equipment safely and efficiently.
- Match the appropriate tool to the task and be aware of the basic cause and effect regarding equipment and machinery maintenance problems.
- Troubleshoot equipment problems and perform basic maintenance on small equipment.
- Understand and follow City policies.
- Follow established safety rules and operate equipment in a safe manner.
- Approach, diffuse, resolve confrontational situations within the scope of responsibility.
- Ability and willingness to follow directions and to perform assigned work independently with minimal supervision.
- Maintain consistent and punctual attendance.
- Ability and willingness to demonstrate the Public Service Competencies of Service Orientation, Results Orientation, and Teamwork and Cooperation.
- Physical ability to perform the essential functions of the job, including:
    - Frequently communicate accurate information and ideas with others;
    - Hear and see sufficiently to respond quickly in a noisy, fast-paced environment while meeting mandated safety standards;
    - Frequently perform repetitive tasks such as field preparation, vegetation maintenance, extended equipment operation such as a backpack blower and manipulate sampling equipment and operate small hand tools;
    - Move throughout City facilities and worksite locations;
    - Frequently operate a computer and other office machinery such as a keyboard, mouse, phone and fax machine;
    - Frequently operate mechanical and electrical equipment of varying lengths and width;
    - Frequently walk up to five miles through water and uneven terrain, loose soil and sloped surfaces;
    - Stand, stoop, dig, bend, reach, kneel, squat and ascend and descent equipment.
    - Occasionally work from heights;
    - Frequently lift and move heavy objects up to 50 lbs. and occasionally transport objects up to 100 lbs.

WORKING ENVIRONMENT:

Work is frequently performed outdoors in developed and undeveloped areas with frequent exposure to outdoor weather conditions. Work is occasionally performed in an office setting at a desk or computer terminal. The work involves moderate risks when handling and applying herbicides and working with mechanical tools and equipment. Frequent exposure to difficult terrain, loud noises and water. Employees are required to use appropriate safety equipment and follow established safety policies. Employees may be required to wear personal protective equipment, such as vests, helmets, gloves, chaps, boots etc. This is a field work position with continuous physical exertion requirements.

EXPERIENCE AND TRAINING REQUIREMENTS:

- High School Diploma or equivalent.

- Two years of experience as a Natural Resources Worker II, OR four years equivalent experience in construction, maintenance and restoration of native landscapes.
- Experience utilizing a computer and computer software including word processing software, email and performing data entry.
- Experience in Puget Sound Lowland native and invasive plant identification.
- Demonstrated proficiency in operating heavy equipment such as an excavator, dump truck and backhoe.
- Associate degree in science preferred.
- Experience in Pacific Northwest salmon/trout identification preferred.

NECESSARY SPECIAL REQUIREMENTS:

- Employment contingent upon passing a criminal convictions check, child and adult abuse records check and local background check.
- Valid Washington State Driver's License by time of hire. Good driving record. A three-year driving abstract must be submitted prior to hire, with periodic submission of driving abstract per City policy.
- Possess and maintain a Washington State pesticide license through the Washington State Department of Agriculture (WSDA) with endorsement for Aquatic applications within one year of hire.
- Possess and maintain valid First Aid and CPR certifications within one year of hire.
- Possess and maintain a Commercial Driver's License (Class A CDL) with air brake endorsement within six months of hire and to maintain a valid CDL during length of employment.
- Must pass CDL-related drug and alcohol testing.
- At least 18 years old by time of hire.

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4/24

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COMMISSION ADOPTION: April 10, 2024