

**Student Urban Forest Technician/Arborist**

**JOB SUMMARY:**

The Student Urban Forest Technician/Arborist is responsible for creating, maintaining and updating a tree inventory within the Township of Guelph/Eramosa through field inspection and assessment of species, location, size and condition of trees located on Township property.

**IMMEDIATE SUPERVISOR(S):**

- Director of Public Works.

**SUBORDINATE POSITIONS:**

- None.

**JOB RESPONSIBILITIES:**

- a) Collect data on trees identified for the Township inventory, including number of trees, species, size and overall tree health.
- b) Identify potentially hazardous trees and other tree-related problems.
- c) Assist with the creation of an asset inventory of various municipal trees throughout the Township.
- d) Record collected data and update appropriate database(s).
- e) Perform other related duties as directed by the Director of Public Works.

**JOB REQUIREMENTS:**

**Qualifications:**

- a) Currently enrolled in full-time studies in an Arboriculture, Urban Forestry, or related education program at community college or university; and returning to full-time studies in the following school term.
- b) Ability to correctly identify various types of trees.
- c) Strong research and organizational skills.
- d) Proficiency with data management.
- e) Familiar with Microsoft Office Suite.
- f) Relevant work experience in landscaping or tree maintenance is preferred.

- g) Valid "G" Class Drivers license, driving record satisfactory to the Township and access to a reliable vehicle

**SKILLS**

- a) Must be highly motivated to work both independently and within a team, office environment.
- b) Must be able to perform physical aspects of position.
- c) Must have strong verbal and written communication skills.
- d) Must be able to work with minimal supervision.
- e) Must be courteous and tactful in dealing with staff and the public.

**EFFORT**

- Normal Work Week – 35 hours (Temporary Full-Time)

**WORKING CONDITIONS**

- Daily travel may be required.
- Considerable periods of sitting and/or moderate walking in the field will be required.
- May be subject to inclement weather and/or weather extremes during the discharge of responsibilities.

**Approved by:**

**By:** \_\_\_\_\_  
**CAO**

**On:** \_\_\_\_\_

*Revised: February 2017*